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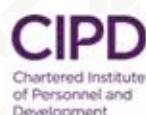
Annual **TRAINING PLAN 2018**

ABOUT US

Over the past 35 years, Emirates Institute for Banking and Financial Studies (EIBFS) educates and trains thousands of students and trainees from across the UAE. Established in 1983, EIBFS offers world class Education Programs, Training Programs, Workshops and customized services in the area of Banking and Finance. EIBFS supports UAE nationals by providing quality training facilities and encouraging career growth in the banking and financial services sector. Globally integrated with various leading institutes and universities of the world to bring and offer the best programs, qualifications and courses to the banking & finance sector.

With significant growth in programs and intake over the years, EIBFS continues to provide quality, customized programs led by qualified and experienced staff.

OUR PARTNERS





Hesham Abdullah Al Qassim

Chairman - EIBFS
Board of Directors

We are pleased to present to you our 2018 annual training plan. Guided by our mission, vision and objectives.

Worth mentioning, is that the scientific and collaborative approaches have been adopted during all the stages of preparing this plan and designing its programs, and its wide range of activities to suit the needs and expectations of all levels in the banking sector.

In order to really enhance the Emiratization policy of the state, we urge all the institutions of the banking sector to make the utmost benefit from it by nominating the greatest number of UAE employees to participate in its program and activities.

Thank you for your cooperation



Jamal Ahmed Al Jassmi

General Manager

As planning represents an overarching principle for us in EIBFS, we follow a shared planning strategy in preparing our annual training plans to add value to the banking and finance sector.

The 2018 training plan has a wise coverage of 10 major areas in the Banking & Finance industry, including 585 programs.

The emphasis was also made on advanced training programs, professional certificate and leadership development programs, to be offered, with our reputable strategic partners abroad, and the e- learning programs will be continued in the 2018 annual training plan.

The 2018 annual training is the result of close cooperation and coordination with our strategic partners in the banking sector, who helped to define, determine the training needs and design innovative programs to meet the needs and aspiration of our important stakeholders.

Being faithful to the mission and endeavoring to achieve its vision, strategic goals and objectives of EIBFS , its targeting (25000) participants in 2018.

My best wishes and hopes for a successful and productive year to all.

OUR VISION

To constantly provide excellent banking and financial development programs to the satisfaction of our customers.

To contribute effectively to emiratization in the banking and finance sector.

To upgrade and disseminate specialized knowledge in the banking and finance sector.

OUR MISSION

To be a leading institution in providing world-class education and training in banking and finance at local, regional and international level..

EIBFS VALUE

Professionalism
Integrity
Team spirit
Accountability
Transparency (including openness)
Creativity
Quality service
Lifetime learning
Building success
Embracing Globalization

To raise the standard of performance of the workforce employed in the banking sector. To qualify the UAE nationals for successful careers in the banking & financial sector. To attract UAE nationals who are not employed in banks, train them to apply the concepts and methods of banking, thereby augmenting the existing pool of skilled nationals.

OBJECTIVES

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1102	Banking Practice & Law in the U A E 18-03-2018 20-03-2018 12-08-2018 14-08-2018	07	1202	Credit Appraisal Techniques 13-02-2018 15-02-2018 02-09-2018 04-09-2018	07	1302	English for Bankers I 25-02-2018 28-02-2018 06-05-2018 09-05-2018 16-09-2018 19-09-2018	07			
1104	Economics for Bankers 06-05-2018 07-05-2018	07	1203	Credit Management 01-04-2018 03-04-2018 28-10-2018 30-10-2018	07	1303	English for Bankers II 11-03-2018 14-03-2018 09-09-2018 12-09-2018 15-10-2018 18-10-2018	07			
1106	Introduction to Banking Products & Operations 28-01-2018 29-01-2018 24-06-2018 25-06-2018	07	1204	Financial Statement Analysis - Basic 18-03-2018 20-03-2018 26-08-2018 28-08-2018	07	1305	English Speaking Skills 21-01-2018 23-01-2018 01-04-2018 03-04-2018 23-09-2018 25-09-2018	07			
1108	Principles of Internal Audit in Banks 22-04-2018 23-04-2018	08	1205	Problem Loan Management 25-02-2018 27-02-2018 16-09-2018 18-09-2018	08	1306	Business Report Writing 11-02-2018 13-02-2018 17-06-2018 19-06-2018	08			
1109	Retail Banking 30-01-2018 31-01-2018 30-09-2018 01-10-2018	08	1206	Project Financing 17-04-2018 19-04-2018 12-08-2018 14-08-2018	08	1308	English Course- Entry Level 05-02-2018 28-02-2018 02-09-2018 05-10-2018	08			
1110	Statistics for Bankers 26-08-2018 27-08-2018	08	1207	Real Estate & Contracting Finance 04-03-2018 06-03-2018	08	1309	English Course-Intermediate Level 05-03-2018 28-03-2018 08-10-2018 31-10-2018	08			
1111	Trade Finance - Basic 28-01-2018 30-01-2018 01-07-2018 03-07-2018	08	1209	Syndicated Loans 22-04-2018 23-04-2018	08	1310	English Course- Advanced Level 05-11-2018 28-11-2018	08			
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1113	Trade Finance Documents Examination(ISBP) 08-04-2018 10-04-2018 16-09-2018 18-09-2018	09	1211	Financial Statements Analysis - Advanced 25-04-2018 26-04-2018 23-09-2018 24-09-2018	09						
1115	Banking Operation - Advanced 22-04-2018 23-04-2018 15-10-2018 16-10-2018	09	1212	SME Finance 11-02-2018 12-02-2018 26-09-2018 27-09-2018	09						
1116	Cash Management 07-10-2018 07-10-2018	10	1214	Corporate Credit Analysis 29-04-2018 30-04-2018	09						
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1118	Internal Control - Advanced 25-03-2018 26-03-2018	10	1216	Corporate Banking 18-02-2018 19-02-2018 09-09-2018 10-09-2018	10						
1119	Accounting for Non-accountants 15-10-2018 16-10-2018	10	1217	Consumer Credit Cycle 22-04-2018 23-04-2018	10						

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1406	FX and Money Markets - Advanced 22-04-2018 24-04-2018 30-09-2018 02-10-2018	07	1505	Customer Relationship Management - Retail 03-06-2018 04-06-2018	07	1604	Effective Leadership 22-07-2018 01-07-2018 20-05-2018 22-05-2018 12-08-2018 14-08-2018	07			
1407	Risk Management with Derivatives 01-04-2018 02-04-2018	08	1507	Marketing of Financial Services 14-03-2018 15-03-2018	08	1606	Art of Influence and Persuasion 23-01-2018 24-01-2018 15-10-2018 16-10-2018	08			
1408	Investment Banking 04-02-2018 06-02-2018 01-07-2018 03-07-2018	08	1509	Business Etiquette 27-05-2018 28-05-2018	08	1609	Stress Management 30-01-2018 30-01-2018 27-05-2018 27-05-2018	08			
1409	Wealth Management 05-09-2018 07-09-2018	08	1511	New Banking Products Development 23-09-2018 24-09-2018	08	1610	Team Building 22-04-2018 23-04-2018 28-10-2018 29-10-2018	08			
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1414	Structured Products 04-07-2018 05-07-2018	09	1514	Customer Relationship Management - Advanced 08-04-2018 09-04-2018	09	1613	Performance Management 02-09-2018 03-09-2018	09			
1416	Technical Analysis 16-09-2018 18-09-2018	09	1515	Digital Marketing 25-02-2018 26-02-2018	09	1616	Training Needs Analysis 15-10-2018 16-10-2018	09			
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1710	Risk Management in Islamic Banks 28-10-2018 30-10-2018	08	1811	Powerful presentation through Technology 04-02-2018 05-02-2018	08	1910	Operational Risk Management 20-02-2018 21-02-2018 22-10-2018 23-10-2018	08			
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1702	Introduction to Islamic Banking 21-01-2018 22-01-2018 15-04-2018 16-04-2018 07-10-2018 08-10-2018	07	1804	Computer Crimes and Security Systems 25-02-2018 26-02-2018	07	1903	Compliance Insights in Banks 18-04-2018 19-04-2018 22-10-2018 23-10-2018	07			
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1104	Economics for Bankers 04-02-2018 05-02-2018	07	1203	Credit Management 20-02-2018 22-02-2018 01-07-2018 03-07-2018	07	1303	English for Bankers II 25-03-2018 28-03-2018 30-09-2018 03-10-2018	07			
1106	Introduction to Banking Products & Operations 04-02-2018 05-02-2018 12-08-2018 13-08-2018	07	1204	Financial Statement Analysis - Basic 14-01-2018 16-01-2018 01-04-2018 03-04-2018 30-09-2018 02-10-2018	07	1305	English Speaking Skills 25-02-2018 27-02-2018 08-04-2018 10-04-2018 03-06-2018 05-06-2018	07			
1108	Principles of Internal Audit in Banks 01-04-2018 02-04-2018	08	1205	Problem Loan Management 13-02-2018 15-02-2018 24-06-2018 26-06-2018	08	1306	Business Report Writing 15-04-2018 17-04-2018 14-08-2018 16-08-2018	08			
1109	Retail Banking 11-02-2018 12-02-2018 07-10-2018 08-10-2018	08	1206	Project Financing 04-03-2018 06-03-2018	08	1308	English Course- Entry Level 05-02-2018 28-02-2018 02-09-2018 05-10-2018	08			
1110	Statistics for Bankers 22-04-2018 24-04-2018	08	1207	Real Estate & Contracting Finance 15-04-2018 17-04-2018	08	1309	English Course-Intermediate Level 05-03-2018 28-03-2018 08-10-2018 31-10-2018	08			
1111	Trade Finance - Basic 02-09-2018 04-09-2018	08	1209	Syndicated Loans 14-03-2018 15-03-2018	08	1310	English Course- Advanced Level 05-11-2018 28-11-2018	08			
1112	Trade Finance - Advanced 18-02-2018 20-02-2018 30-09-2018 02-10-2018	09	1210	Working Capital Finance 11-03-2018 12-03-2018	09	1311	Financial Report Writing 29-04-2018 30-04-2018	09			
1113	Trade Finance Documents Examination(ISBP) 06-05-2018 08-05-2018	09	1211	Financial Statements Analysis - Advanced 20-02-2018 21-02-2018 07-10-2018 08-10-2018	09						
1115	Banking Operation - Advanced 29-04-2018 30-04-2018	09	1212	SME Finance 25-03-2018 26-03-2018 02-09-2018 03-09-2018	09						
1116	Cash Management 22-04-2018 22-04-2018	10	1214	Corporate Credit Analysis 01-07-2018 02-07-2018	09						
1117	Private Banking 29-04-2018 30-04-2018	10	1215	International Financial Reporting Standards (IFRS) 22-04-2018 23-04-2018	09						
1118	Internal Control - Advanced 04-11-2018 05-11-2018	10	1216	Corporate Banking 06-05-2018 07-05-2018	10						
1119	Accounting for Non-accountants 22-04-2018 123-04-2018	10	1217	Consumer Credit Cycle 20-06-2018 21-06-2018	10						
1120	Card Operations - Advanced 24-06-2018 25-06-2018	10	1218	Corporate Restructuring - Advanced 29-04-2018 30-04-2018	10						
			1219	Credit Proposal Writing 15-10-2018 15-10-2018	10						

Treasury and Capital Market Program			4 - 10	Marketing, Sales & Customer Service Programs			5 - 10	HR Management & Leadership Programs			6 - 10
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1401	Asset Liability Management (ALM) 17-06-2018 19-06-2018	07	1501	Achieving Teller Excellence 27-03-2018 27-03-2018 30-09-2018 30-09-2018	07	1601	Bank Branch Management 24-04-2018 26-04-2018	09			
1404	Capital Markets 25-02-2018 26-02-2018 02-09-2018 03-09-2018	07	1502	Customer Service Excellence 27-02-2018 28-02-2018 27-05-2018 28-05-2018	07	1602	Coaching for Performance 22-05-2018 23-05-2018 09-09-2018 10-09-2018	07			
1405	Foreign Exchange - Basic 28-01-2018 29-01-2018 02-09-2018 03-09-2018	07	1504	Customer Relationship Management - Corporate 21-03-2018 22-03-2018 01-07-2018 02-07-2018	07	1603	Effective Communication Skills 13-02-2018 14-02-2018	07			
1406	FX and Money Markets -Advanced 29-04-2018 01-05-2018	07	1505	Customer Relationship Management - Retail 11-03-2018 12-03-2018 12-08-2018 13-08-2018	07	1604	Effective Leadership 04-02-2018 06-02-2018 02-09-2018 04-09-2018	07			
1407	Risk Management with Derivatives 01-07-2018 02-07-2018	08	1507	Marketing of Financial Services 12-08-2018 13-08-2018	08	1606	Art of Influence and Persuasion 04-03-2018 05-03-2018	08			
1408	Investment Banking 06-03-2018 08-03-2018 26-08-2018 28-08-2018	08	1509	Business Etiquette 14-01-2018 15-01-2018 20-05-2018 21-05-2018	08	1609	Stress Management 20-05-2018 20-05-2018	08			
1409	Wealth Management 01-04-2018 03-04-2018	08	1511	New Banking Products Development 18-03-2018 19-03-2018	08	1610	Team Building 11-04-2018 12-04-2018 18-10-2018 19-10-2018	08			
1411	Equity Market Analysis 17-04-2018 19-04-2018	08	1512	Effective Selling Techniques 22-05-2018 23-05-2018	09	1611	Time Management 06-03-2018 06-03-2018 27-05-2018 27-05-2018	09			
1412	Treasury Management for non-treasury staff 06-05-2018 07-05-2018	09	1513	Collection Excellence Skills 25-03-2018 25-03-2018	09	1612	Emotional Intelligence 03-06-2018 04-06-2018	09			
1414	Structured Products 20-06-2018 21-06-2018	09	1514	Customer Relationship Management - Advanced 01-07-2018 02-07-2018	09	1613	Performance Management 25-02-2018 26-02-2018	09			
1416	Technical Analysis 01-05-2018 03-05-2018	09	1515	Digital Marketing 07-10-2018 08-10-2018	09	1616	Training Needs Analysis 30-09-2018 01-10-2018	09			
1418	Treasury Operations 21-01-2018 23-01-2018	09	1516	Advanced Selling Skills & Techniques 26-08-2018 27-08-2018	09	1617	Project Management 22-10-2018 24-10-2018	09			
						1618	ROI on Human Capital 30-09-2018 01-10-2018	09			
						1620	Personal and professional impact & influence 08-04-2018 09-04-2018	09			
						1621	Strategic Talent Management 07-10-2018 08-10-2018	09			
						1622	Interview & Selection Techniques 03-06-2018 04-06-2018	09			

Islamic Banking Programs			7 - 10	E- Banking Applications Programs			8- 10	Risk Management & Compliance Programs			9 - 10
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1701	Development of New Islamic Banking Products 18-04-2018 19-04-2018	07	1801	Application of Ms. Excel - Basic 30-01-2018 31-01-2018 02-09-2018 03-09-2018	07	1901	Anti Money Laundering - Law, Regulations & Best Practices 28-01-2018 29-01-2018 26-08-2018 27-08-2018	07			
1702	Introduction to Islamic Banking 18-02-2018 19-02-2018 09-09-2018 10-09-2018	07	1804	Computer Crimes and Security Systems 16-09-2018 17-09-2018	07	1903	Compliance Insights in Banks 08-05-2018 09-05-2018	07			
1703	Islamic Accounting Standards 10-04-2018 12-04-2018	07	1807	E-Banking 30-09-2018 01-10-2018	07	1906	Detection of Forgery and Counterfeiting 18-02-2018 19-02-2018 28-08-2018 29-08-2018	07			
1705	Islamic Capital Markets 25-04-2018 26-04-2018 16-09-2018 17-09-2018	07	1808	Financial Modeling 08-04-2018 10-04-2018 09-09-2018 11-09-2018	07	1907	Financial Crimes in Banks 11-03-2018 12-03-2018	08			
1706	Islamic Banking Products 22-10-2018 23-10-2018	08	1810	Application of Ms. Word - Advanced 15-04-2018 16-04-2018	08	1909	Liquidity Risk management 28-10-2018 29-10-2018	08			
1710	Risk Management in Islamic Banks 03-04-2018 05-04-2018	08	1811	Powerful presentation through Technology 29-04-2018 30-04-2018	08	1910	Operational Risk Management 01-04-2018 02-04-2018	08			
1712	Islamic Trade Finance 15-04-2018 16-04-2018	08	1812	Application of Ms. Excel - Advanced 25-03-2018 26-03-2018 24-06-2018 25-06-2018	08	1911	Risk Management in Banks 24-04-2018 26-04-2018	09			
						1913	Market Risk Management 16-09-2018 17-09-2018	09			
						1914	Credit Risk Management 18-03-2018 19-03-2018 04-11-2018 05-11-2018	09			
						1915	Basel Accords Insights - Basic 02-05-2018 03-05-2018	09			
						1916	Basel Accords Insights - Advanced 15-10-2018 16-10-2018	09			
						1917	Risk Based Internal Audit 28-03-2018 29-03-2018	09			
						1919	Signature Forgery and Document Screening 07-10-2018 09-10-2018	09			
						1921	Key Risk Indicators in Risk Management 04-04-2018 05-04-2018	09			
						1922	FATCA rules and regulations 16-09-2018 17-09-2018	09			
						1923	Anti Money Laundering - Refresher 11-04-2018 11-04-2018	09			
						1924	Stress testing & modelling 07-10-2018 08-10-2018	09			
						1925	Corporate governance - Advanced 23-09-2018 24-09-2018	09			
						1926	Compliance & Risk Management for Senior Managers 15-10-2018 15-10-2018	09			
						1927	CBUAE regulations training 09-09-2018 10-09-2018	09			

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1001	5 S strategy 11-03-2018 12-03-2018	07	
1002	Business Process Re-engineering 15-08-2018 16-08-2018	07	
1003	Lean six sigma 18-03-2018 20-03-2018 23-09-2018 25-09-2018 22-10-2018 24-10-2018	07	
1004	Total Quality Management (TQM) 19-06-2018 21-06-2018	07	
1005	Quality Management System 28-10-2018 29-10-2018	07	
1006	Quality Assurance 26-09-2018 27-09-2018	07	

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1102 Banking Practice & Law in the U A E 01-07-2018 03-07-2018 07		1204 Financial Statement Analysis - Basic 06-05-2018 08-05-2018 07		1301 General Business Communication 29-04-2018 01-05-2018 07	
1106 Introduction to Banking Products & Operations 22-04-2018 23-04-2018 07				1302 English for Bankers I 17-06-2018 20-06-2018 07	
1109 Retail Banking 15-04-2018 16-04-2018 08				1306 Business Report Writing 06-05-2018 08-05-2018 08	
1111 Trade Finance - Basic 15-08-2018 17-08-2018 08					
1112 Trade Finance - Advanced 23-09-2018 25-09-2018 09					
1115 Banking Operation - Advanced 26-08-2018 27-08-2018 09					
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1404 Capital Markets 29-04-2018 30-04-2018 07		1502 Customer Service Excellence 03-06-2018 04-06-2018 07		1603 Effective Communication Skills 15-04-2018 16-04-2018 07	
1405 Foreign Exchange - Basic 06-05-2018 07-05-2018 07		1505 Customer Relationship Management - Retail 24-06-2018 25-06-2018 07		1604 Effective Leadership 27-05-2018 29-05-2018 07	
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1702 Introduction to Islamic Banking 24-06-2018 25-06-2018 07		1901 Anti Money Laundering- Law, Regulations & Best Practices 22-10-2018 23-10-2018 07		1801 Application of Ms. Excel - Basic 08-04-2018 09-04-2018 07	
		1907 Financial Crimes in Banks 17-06-2018 18-06-2018 08		1812 Application of Ms. Excel - Advanced 29-04-2018 30-04-2018 08	
		1911 Risk Management in Banks 15-08-2018 17-08-2018 09			

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1106 Introduction to Banking Products & Operations 17-06-2018 18-06-2018 07		1204 Financial Statement Analysis - Basic 15-04-2018 17-04-2018 07		1301 General Business Communication 22-04-2018 24-04-2018 07	
1111 Trade Finance - Basic 11-03-2018 13-03-2018 08				1306 Business Report Writing 24-06-2018 26-06-2018 08	
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1701 Development of New Islamic Banking Products 29-04-2018 30-04-2018 07		1502 Customer Service Excellence 25-03-2018 26-03-2018 07		1603 Effective Communication Skills 27-05-2018 28-05-2018 07	
1702 Introduction to Islamic Banking 08-04-2018 09-04-2018 07		1505 Customer Relationship Management - Retail 01-04-2018 02-04-2018 07		1604 Effective Leadership 24-06-2018 26-06-2018 07	
Risk Management & Compliance Programs	9 - 10	1509 Business Etiquette 03-06-2018 04-06-2018 08		1609 Stress Management 15-04-2018 15-04-2018 09	
CODE PROGRAMS START FINISH	PAGE	1512 Effective Selling Techniques 15-04-2018 16-10-2018 09			
E- Banking Applications Programs	8 - 10				
CODE PROGRAMS START FINISH	PAGE				
1901 Anti Money Laundering- Law, Regulations & Best Practices 07-10-2018 08-10-2018 07		1801 Application of Ms. Excel - Basic 11-03-2018 12-03-2018 07			
1911 Risk Management in Banks 06-05-2018 08-05-2018 09		1812 Application of Ms. Excel - Advanced 12-08-2018 13-08-2018 07			

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Bank Science & Operations Programs	1 - 10	Marketing, Sales & Customer Service Programs	5 - 10	Banking English Programs	3 - 10
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CODE PROGRAMS START FINISH	PAGE	CODE PROGRAMS START FINISH	PAGE	CODE PROGRAMS START FINISH	PAGE
1702 Introduction to Islamic Banking 25-04-2018 26-04-2018 07		1812 Application of Ms. Excel - Advanced 17-06-2018 18-06-2018 07		1602 Coaching for Performance 23-09-2018 24-09-2018 07	
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1901 Anti Money Laundering- Law, Regulations & Best Practices 29-04-2018 30-04-2018 07		1003 Lean Six Sigma 09-09-2018 11-09-2018 07			



Bank Science & Operations Programs

The focus of this category is to enhance the knowledge of the participants in all aspects of the Banking operations. The category also focuses on banking law, trade finance, audit and general aspects of Banking

BANK SCIENCE & OPERATIONS PROGRAMS

Bank Guarantees	Course No : 1101				
Overview					
Practical course to understand bank guarantees and standby letters of credit – the relevant ICC rules in particular. Practical course to understand bank guarantees and standby letters of credit – the relevant ICC rules in particular.					
Contents					
<ul style="list-style-type: none"> • Bank guarantees overview (accessory/ non-accessory, direct/ indirect) • Main types of Guarantees • The law related to bank guarantees – UAE CTL • Main issues from practical point of view: Wording, Claims, Extend or Pay claims • Examination of presentations • Types of agreements under bank guarantee transaction • Clauses and format of bank guarantee • The main features of the revision URDG 758 • Advising of guarantees, Amendments • Liability of the Guarantor • Uniform rules for demand guarantee (URDG 458) • Standby Letters of Credit under ISP98 					
Targeted Audience	Prerequisites	Duration	Methodology		
Personnel of trade Finance and all credit departments. Also relevant for internal auditors, risk personnel and branch managers.	None	2 Days	Lectures, Discussion and Case studies		
Sharjah 15-04-2018 16-04-2018	Abu Dhabi 04-03-2018 05-03-2018	Dubai 11-02-2018 12-02-2018 01-07-2018 02-07-2018	Fujairah	Al Ain	RAK

Banking Practice & Law In the U.A.E	Course No : 1102				
Overview					
To help the participants to learn the Banking Practice followed in UAE. Identify the developing regulatory changes.					
Contents					
<ul style="list-style-type: none"> • Structure and functions of commercial Banks in UAE • Banking Business • Regulatory Framework and Role of Central Bank • Laws relating to Banking regulations in UAE • Regulation of Credit and Contracts Law • Negotiable Instruments laws • Discussion of some of the landmark legal cases in UAE • International Practices and Code of Banking Practice • Dispute Resolution • Cyber Law 					
Targeted Audience	Prerequisites	Duration	Methodology		
Bank officials working in retail, credit, trade finance and general banking operation. Compliance and Internal Audit managers may also find the course useful	None	3 Days	Lectures, Discussion and Case studies		
Sharjah 18-03-2018 20-03-2018 12-08-2018 14-08-2018	Abu Dhabi 21-01-2018 23-01-2018 17-06-2018 19-06-2018	Dubai 14-01-2018 16-01-2018 29-04-2018 01-05-2018 16-09-2018 18-09-2018	Fujairah	Al Ain 01-07-2018 03-07-2018	RAK

BANK SCIENCE & OPERATIONS PROGRAMS

Economics for Bankers

Course No : 1104

Overview

This program introduces you to the fundamentals of economics useful for bankers with focus on Macroeconomics.

Contents

- The Economic Problem: Scarce Resources, Unlimited Wants, and Opportunity Costs
- The Concepts of Demand, Supply, and Equilibrium
- Business Organization and the Business Cycle
- Unemployment and Inflation
- Aggregate Demand and Aggregate Supply
- Expenditures Analysis and Fiscal Policy
- Money and Financial Markets
- The UAE Central Bank Structure and Monetary Policy
- Current Economic Environment
- Basic graphing and graph interpretation skills to examine economic questions
- Economic policy problems faced by government: economic growth, budget deficits and debt

Targeted Audience

Senior Managers from finance and accounting, credit, treasury, internal control department of banks and regulatory bodies like central bank and the ministry of economy and commerce.

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Exercises, Analyzing Current Events

Sharjah

06-05-2018 | 07-05-2018

Abu Dhabi

04-02-2018 | 05-02-2018

Dubai

18-03-2018 | 19-03-2018
09-09-2018 | 10-09-2018

Fujairah

Al Ain

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Introduction to Banking Products & Operations

Course No : 1106

Overview

Banking Products and Operations places emphasis on the practical and real life scenarios a banker face. We will be dealing in a number of real life case studies which will provide a greater insights related to the operational role.

Contents

- Introduction to Banking
- The active and passive products in banking
- The corresponding business process, in particular Check Accounts, Deposits and Payment
- Transactions, Credit and Debit Cards
- Bills (Collection, Purchase, Discount & Negotiation), Negotiable Instruments
- Remittance Products and Trade Products Introduction
- Consumer and Mortgage Loans
- Corporate Finance Basics of Loans
- Laws applicable in Banking - International, Regional and Local Laws
- Financial Crimes and Identity Theft
- Trust Services and Safe Custody
- Risks Involved – dispute resolution in cards
- Ethical issues in financial services

Targeted Audience

Bank personnel who have are relatively new to the profession. This program will really help them to build their banking career.

Prerequisites

None

Duration

2 Days

Methodology

Methodology
Lectures, Exercises, & Case Studies

Sharjah

28-01-2018 | 29-01-2018
24-06-2018 | 25-06-2018

Abu Dhabi

04-02-2018 | 05-02-2018
12-08-2018 | 13-08-2018

Dubai

25-03-2018 | 26-03-2018
26-08-2018 | 27-08-2018

Fujairah

17-06-2018 | 18-06-2018

Al Ain

22-04-2018 | 23-04-2018

RAK

11-04-2018 | 12-04-2018

BANK SCIENCE & OPERATIONS PROGRAMS

Principles of Internal Audit in Banks

Course No : 1108

Overview

To enhance the skills of the participants relating to the audit and control in banks and to highlight the crucial role of auditing as an important element in the management information system.

Contents

- Introduction to modern risk-based internal audit function
- Reorganization of the audit function through audit teams (credit audit, treasury, trade finance etc.)
- Reconfiguration of the audit universe (i.e. identifying areas to be audited) by grouping, end-to-end transaction and product processing cycles
- Implementation of a risk assessment methodology (inherent risk of each auditable unit)
- The prioritization of auditable units (categorization into high, medium and low risk auditable units)
- Developing and implementation of risk-based auditing tools and techniques
- Development of an Audit Charter and Manual (Institute of Internal Auditors and the requirements of the Bank for International Settlements)
- Implications of computerization and data management (System Control)

Targeted Audience

For internal auditors and staff of internal controls department and Risk departments. Also relevant for credit admin and operations staff

Prerequisites

None

Duration

2 Days

Methodology

Lectures, group discussions, and case analysis

Sharjah

22-04-2018 | 23-04-2018

Abu Dhabi

01-04-2018 | 02-04-2018

Dubai

20-02-2018 | 21-02-2018

02-09-2018 | 03-09-2018

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Retail Banking

Course No : 1109

Overview

Understand and learn various products and services under the retail banking segment. Help to improve the operational efficiency in handling the product and services by the retail banking staff. Enhance the marketing efforts and read the trends in competitive marketing.

Contents

- Fundamentals of personal and retail banking segments
- Customer need Analysis
- Retail product and services
- Consumer lending and small business banking
- Credit Card – billing cycle
- Mortgage lending
- Channel marketing and social media
- Market practices and best practices and customer focus
- New trend in retail banking
- Cross selling

Targeted Audience

Customer Service officers and officers connected with functional operations

Prerequisites

None

Duration

2 Days

Methodology

Discussion, interactive and presentations

Sharjah

30-01-2018 | 31-01-2018
30-09-2018 | 01-10-2018

Abu Dhabi

11-02-2018 | 12-02-2018
07-10-2018 | 08-10-2018

Dubai

04-03-2018 | 05-03-2018
01-07-2018 | 02-07-2018

Fujairah

Al Ain

RAK

15-04-2018 | 16-04-2018

BANK SCIENCE & OPERATIONS PROGRAMS

Statistics for Bankers

Course No : 1110

Overview

Provide basic knowledge of the subject and familiarity with techniques to use them effectively in the banking and financial work situations. To give statistical and graphical tools that will help and improve the processes in an organization for better decision making and better judgment.

Contents

- Introduction
- Graphic Representation of Data (Bar Diagram, Histogram, Polygon)
- Measures of Central Tendency (Mean, Median, Quartiles, Mode)
- Measures of Correlation & Regression
- Time Series
- Theory of Probability
- MS Excel (Spreadsheet)

Targeted Audience

Relevant for MIS, Finance staff. Suitable for all staff that handle data analysis.

Prerequisites

1801- Ms
Excel – Basic

Duration

2 Days

Methodology

Lectures, Class Work and Lab exercises

Sharjah

26-08-2018 | 27-08-2018

Abu Dhabi

22-04-2018 | 23-04-2018

Dubai

25-02-2018 | 26-02-2018

Fujairah

Al Ain

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Trade Finance -Basic

Course No : 1111

Overview

This program introduces you to the fundamental principles of Trade. Special emphasis is placed on topics of importance to you as a banker. A strong emphasis is placed on understanding the key elements of customer trade cycle analysis.

Contents

- Why Trade Finance
- Commercial Contracts and the Use of Incoterms
- Commercial Documents
- The value of Document Title
- Methodology's of Payment (open trade, advance payment, collection , LC's , BOP)
- Understanding Payment Risk - The Risk Ladder
- Documentary Collections
- Documentary Credits
- Understanding Documentary Credit Process
- Responsibilities of Correspondent Banks in Trade

Targeted Audience

Banking professionals who have not attended a formal course in Trade Finance and who wish to move and build a strong career in Trade Finance

Prerequisites

None

Duration

3 Days

Methodology

Lectures, Exercises and Case Studies

Sharjah

28-01-2018 | 30-01-2018
01-07-2018 | 03-07-2018

Abu Dhabi

14-01-2018 | 16-01-2018
02-09-2018 | 04-09-2018

Dubai

25-02-2018 | 27-02-2018
01-04-2018 | 03-04-2018
04-11-2018 | 06-11-2018
23-09-2018 | 25-09-2018

Fujairah

11-03-2018 | 13-03-2018

Al Ain

15-08-2018 | 17-08-2018

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BANK SCIENCE & OPERATIONS PROGRAMS

Trade Finance - Advanced

Course No : 1112

Overview

This advanced course will provide delegates who are already familiar with or are working in a trade finance environment, with an insight into the more complex trade finance techniques that are becoming more common.

Contents

- Trade Finance versus 'balance sheet lending'
- Understanding, identifying and managing risk (Importer .Exporter's risk & M L risk)
- Risk mitigation, management and transfer
- The mechanics and use of: Back to Back L/C structures, Transferable L/Cs, Revolving L/Cs
- The effective use of red and green clause letters of credit
- Standards of checking Documents
- Structuring Finance for the Trader
- International Demand and Contract Guarantees / Bonds Scope and Application
- Different types – Bid, Performance, Advance payment and Retention bonds
- Rules governing guarantees and bonds (Legal jurisdiction and expiry date issues)
- Opportunity spotting
- Standby L/Cs (SBLCs)
- Receivables Financing
- Mechanics of Factoring and Invoice Discounting
- Forfeiting – an important adjunct to the TF mechanism
- Role of Credit Insurance and Nightmare scenarios
- Bank Payment Obligation

Targeted Audience

All officers who have attended Trade finance Basic course or Officers with at least 3 years of experience in Trade or Credit departments in Banks.

Prerequisites

1111: Trade Finance
Basic

Duration

3 Days

Methodology

Lectures, Discussion and Case studies

Sharjah

11-03-2018 | 13-03-2018
02-09-2018 | 04-09-2018

Abu Dhabi

18-02-2018 | 20-02-2018
30-09-2018 | 02-10-2018

Dubai

01-04-2018 | 03-04-2018
07-10-2018 | 09-10-2018

Fujairah

Al Ain

23-09-2018 | 25-09-2018

RAK

Trade Finance Documents Examination (ISBP)

Course No : 1113

Overview

Understand how the practices articulated in UCP 600 are applied by documentary practitioners. Determine compliance of documents with the terms of letters of credit and the impact of modification or exclusions of provisions of UCP 600 on International Standard Banking Practice..

Contents

- Preliminary Considerations
- The application and issuance of the credit
- General Principles
- Invoices
- Ocean / Marine Bills of Lading (Covering Port-to Port Shipments)
- Charter Party Bill of Lading
- Multimodal Transport Documents
- Air Transport Documents
- Road, Rail or Inland Waterway Transport Documents
- Insurance Documents
- Certificate of Origin

Targeted Audience

Trade finance, Documentary Credit, Audit senior staff who should be familiar with UCP 600

Prerequisites

1111: Trade Finance
Basic

Duration

3 Days

Methodology

Presentation, discussion, and group cases

Sharjah

08-04-2018 | 10-04-2018
16-09-2018 | 18-09-2018

Abu Dhabi

06-05-2018 | 08-05-2018

Dubai

11-03-2018 | 13-03-2018
30-09-2018 | 02-10-2018

Fujairah

Al Ain

RAK

BANK SCIENCE & OPERATIONS PROGRAMS

Banking Operation - Advanced

Course No : 1115

Overview

This course will train participants on all aspects banking operations including Treasury, Lending and Trade Finance Operations. They will also be able to necessitate the need for internal controls.

Contents

- Banking Regulations
- General Banking Operations-A brief Introduction
- Lending Operations
- Trade Finance Operations
- Capital Market & Treasury Operations
- E-Banking including ATMs
- Internal Controls over Operations/Control of frauds
- Ethics and Best Practices

Targeted Audience

Senior personnel of Operational departments and Risk and Internal Audit departments

Prerequisites

1106: Introduction to Banking Products & Operations

Duration

3 Days

Methodology

Methodology-Lectures, Case Studies, Group discussions

Sharjah

22-04-2018 | 23-04-2018
15-10-2018 | 16-10-2018

Abu Dhabi

29-04-2018 | 30-04-2018

Dubai

28-03-2018 | 29-03-2018
01-07-2018 | 02-07-2018

Fujairah

Al Ain

26-08-2018 | 27-08-2018

RAK

Cash Management

Course No : 1116

Overview

The course will provide a basic understanding of the need for cash management and solutions offered by the banks.

Contents

- Introduction to cash management
- Link between cash management and working capital/current ratio
- Payments management
 - Types of payment
 - Cost of these payments
 - Improving the payment process
- Collections management
 - Types of collection
 - Cost of collections
 - Improving the collection process
- Solutions provided by banks

Targeted Audience

Participation Requirements: banking professionals working in corporate banking, any banker who wants to understand cash management business

Prerequisites

1504 CRM Corporate

Duration

1 Days

Methodology

Lectures, Discussions, and case studies

Sharjah

07-10-2018 | 07-10-2018

Abu Dhabi

22-04-2018 | 22-04-2018

Dubai

06-03-2018 | 06-03-2018

Fujairah

Al Ain

RAK

BANK SCIENCE & OPERATIONS PROGRAMS

Private Banking

Course No : 1117

Overview

The course aims to assist participants to design a successful private banking strategy to maximize profitability, implement innovative marketing techniques to win new business and defend an existing client base, use creative asset management products and services to meet specific client demands and formulate innovative asset planning services to benefit both the client and the bank.

Contents

- Design a successful private banking strategy to maximize profitability
- Implement innovative marketing techniques to win new business and defend an existing client base.
- Various types of asset management products including Sharia' compliant products
- Use creative asset management products and services to meet specific client demands
- Trust and Waqf creation, off-Shore accounts and tax implications

Targeted Audience

Professionals and bankers in the areas of private banking, wealth management, relationship management, investment management, trust management, department heads etc

Prerequisites

None

Duration

2 Days

Methodology

Presentation, lively discussions, real-life case studies

Sharjah

20-02-2018 | 21-02-2018

Abu Dhabi

29-04-2018 | 30-04-2018

Dubai

16-09-2018 | 17-09-2018

Fujairah

Al Ain

RAK

Internal Control - Advanced

Course No : 1118

Overview

This Course has been designed to update participants about the latest developments in the sphere of Internal Controls, which are rapidly evolving in response to changing risks and regulations. A system of effective internal controls is a critical component of bank management and a foundation for the safe and sound operation of banking organizations. Participants will learn about the essential elements of a sound internal control system

Contents

- What are Internal Controls
- Objectives of Internal Controls & Nature of Controls
- Principles of Internal Control
- COSO -Framework of Internal Controls
- Control Activities & Segregation of Duties
- Basel Rules for Internal Control System
- Evaluation of Internal Controls
- Role of External Auditors

Targeted Audience

Risk Professionals, Internal Audit Personnel, Internal Control Executives, Compliance Staff, Credit Admin Staff, Mid-Office staff.

Prerequisites

None

Duration

2 Days

Methodology

Lecture, Discussion and Case Studies

Sharjah

25-03-2018 | 26-03-2018

Abu Dhabi

04-11-2018 | 05-11-2018

Dubai

01-07-2018 | 02-07-2018

Fujairah

Al Ain

RAK

BANK SCIENCE & OPERATIONS PROGRAMS

Accounting for Non Accountants

Course No : 1119

Overview

Accounting is the language of business. A basic understanding of accounting is a must for all aspiring managers. This course introduces participants to accounting principles, double entry book-keeping and the construction of financial entries from accounting transactions.

Contents

- Introduction to accounting and financial statements
- Double entry accounting
- Accounting Assumptions and Principles
- Introduction to IFRS
- Balance Sheet
- Profit and Loss
- Cash flow Statements

Targeted Audience

This is for those who are from a non-accounting background with minimum of 2 years experience

Prerequisites

None

Duration

2 Days

Methodology

Lecture, Discussion and Case Studies

Sharjah

15-10-2018 | 16-10-2018

Abu Dhabi

22-04-2018 | 23-04-2018

Dubai

13-02-2018 | 14-02-2018

Fujairah

Al Ain

RAK

Card Operations - Advanced

Course No : 1120

Overview

This course covers all operational areas of Card Operations. The Course examines the critical success factors including security aspects of the card payment industry.

Contents

- Card Issuer Operations-Third party Providers
- Acquirer Operations
- Card Schemes
- Scheme Interfaces
- Acceptance, Chargebacks and Disputes
- Frauds and Risk Management
- Certifications-EMV & PCI-DSS
- Product Enhancements
- Loyalty and Rewards

Targeted Audience

Officials from Card Operations, Retail Banking and Operational Risk and Internal Audit

Prerequisites

1106 Introduction to banking products and operation

Duration

2 Days

Methodology

Lecture, Discussion and Case Studies.

Sharjah

Abu Dhabi

24-06-2018 | 25-06-2018

Dubai

06-11-2018 | 07-11-2018

Fujairah

Al Ain

RAK



CREDIT MANAGEMENT &
PROJECT FINANCE





Credit Management & Project Finance

This category aims at developing the analytical skill sets of the participants in the various aspects of Credit. The focus of this category is on the assessing the credit worthiness of borrowers using tools like financial statement analysis and other appraisal techniques. The others areas of focus include Project financing, syndications, real estate financing, SME financing etc.

CREDIT MANAGEMENT & PROJECT FINANCE

Basic Financial Calculations

Course No : 1201

Overview

This course provides a hands-on introduction to basic financial mathematics and the use of financial calculators. Participants will learn about time value of money and discounted cash-flow principles. Financial market participants who are unsure of their financial math skills will find this course useful.

Contents

- The time value of money
- Financial calculators and using them
- Interest/ Return calculations
- Mortgage, asset valuation
- Bond valuation
- Free Cash flow and capital budgeting

Targeted Audience

Retail and corporate banking staff with basic knowledge of mathematics. Also for Relationship officers, back-office and mid-office personnel, internal auditors and Private banking officers..

Prerequisites

None

Duration

3 Days

Methodology

Presentation, lecture, illustration, exercise and case studies.

Sharjah

06-05-2018 | 08-05-2018

Abu Dhabi

27-02-2018 | 01-03-2018

Dubai

21-01-2018 | 23-01-2018
24-06-2018 | 26-06-2018

Fujairah

Al Ain

RAK

Credit Appraisal Techniques

Course No : 1202

Overview

Credit Appraisal remains one of most critical functions of any bank. This course will give the participants a good grounding in the basics of credit analysis and business evaluation. Participants can hone their skills of going behind the financial statements and detecting inconsistencies, if any. Participants will develop the necessary skill to match credit facilities to the needs of borrowers and mitigate risks through documentation, covenants and collateral security.

Contents

- Basic principles of bank credit
- Credit risk analysis through ratios and cash flow analysis
- Univariate and Multivariate analysis
- Forecasting financials and sensitivity analysis
- Importance of Site Inspections
- Credit scoring
- Credit rating
- Cash flow lending
- Pricing RAROC
- Evaluation of working capital and term loans
- Ensuring proper use of bank facilities
- Structuring of facilities

Targeted Audience

Relationship officers, analysts and credit officers of Commercial &Corporate banking & SME departments with at least 6 months exposure.

Prerequisites

1204: Financial Statements Analysis - Basic

Duration

3 Days

Methodology

Lectures, exercises, and case studies

Sharjah

13-02-2018 | 15-02-2018
02-09-2018 | 04-09-2018

Abu Dhabi

27-02-2018 | 01-03-2018
21-10-2018 | 23-10-2018

Dubai

01-04-2018 | 03-04-2018
12-08-2018 | 14-08-2018

Fujairah

Al Ain

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

Credit Management

Course No : 1203

Overview

The objective of this course is to provide participants with adequate knowledge about the management of Credit in banks. Participants will learn about the importance of Credit culture and its impact on the credit process. Participants will learn about administration of loans, post-sanction follow-up of loans and the process of securing collateral. Participants will be able to appreciate the portfolio approach to credit management.

Contents

- Overview of Credit Management
- Regulatory Framework and Prudential Norms
- Credit Policy in Banks
- Documentation and types of security
- Credit Evaluation: Term Loans & Working Capital
- Credit Monitoring
- Follow up and Recovery Management

Targeted Audience

General credit course targeted at credit and non-credit personnel. Internal Auditors, Risk personnel, Credit Admin officials, Finance personnel and credit analysts

Prerequisites

None

Duration

3 Days

Methodology

Lectures, discussion and case studies

Sharjah

01-04-2018 | 03-04-2018
28-10-2018 | 30-10-2018

Abu Dhabi

20-02-2018 | 22-02-2018
01-07-2018 | 03-07-2018

Dubai

04-02-2018 | 06-02-2018

Fujairah

Al Ain

RAK

Financial Statement Analysis - Basic

Course No : 1204

Overview

The course on financial statement analysis provides participants with a fundamental understanding of accounting principles, concepts, conventions, and key characteristics of accounting information. Participants will be able to learn about the various types of financial statements and their importance. They will learn the use of various analytical tools like ratio analysis and common-size statements and distinguish between cash flows and profits and identify the different types of cash flows. They will be able to identify the key line items on the financials and their inter-relationships.

Contents

- Overview of the purpose and structure of financial statements
- Important accounting principles, concepts, conventions and characteristics of accounting information
- Reading and understanding the balance sheet and income statement
- Trend analysis / common size statements
- Ratio analysis
- Cash flows

Targeted Audience

Relationship officers and credit analysts from SME, Commercial Banking and Corporate Banking departments

Prerequisites

1203 Credit management

Duration

3 Days

Methodology

Lectures, illustrations, exercises, and case Studies

Sharjah

18-03-2018 | 20-03-2018
26-08-2018 | 28-08-2018

Abu Dhabi

14-01-2018 | 16-01-2018
01-04-2018 | 03-04-2018
30-09-2018 | 02-10-2018

Dubai

06-02-2018 | 08-02-2018
17-06-2018 | 19-06-2018
09-09-2018 | 11-09-2018

Fujairah

15-04-2018 | 17-04-2018

Al Ain

06-05-2018 | 08-05-2018

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

Problem Loan Management

Course No : 1205

Overview

This course will enable participants to identify the early warning signals of problem loans. Participants will be able to recognize the causes of business failure and operating losses. They will be able to develop a concrete set of procedures once a problem loan has been identified. Participants will explore options for resolving problem loans including workout, outplacement and liquidation.

Contents

- Causes of Problem Loans and Costs
- Identification of Problem Loans and Measuring Delinquency-Regulatory guidelines
- Controlling Problem Loans
- Analysis of the Remedial Actions
- Strategy for Loan Recovery
- Mandate for Loan Recovery and Legal mechanisms
- Execution of Loan Recovery and System for Monitoring

Targeted Audience

Primarily for personnel handling problem loans and remedial departments.

Prerequisites

1203 : Credit Management

Duration

3 Days

Methodology

Lectures, discussions, and case studies

Sharjah

25-02-2018 | 27-02-2018
16-09-2018 | 18-09-2018

Abu Dhabi

13-02-2018 | 15-02-2018
24-06-2018 | 26-06-2018

Dubai

08-04-2018 | 10-04-2018
25-10-2018 | 27-10-2018

Fujairah

Al Ain

RAK

Project Financing

Course No : 1206

Overview

The course will provide participants with an overview of the core principles of project finance. Participants will gain a greater insight into Project Risks and grasp the crucial factors and techniques used in structuring project financings. Participants will be able to understand the essential credit issues in appraising project finance proposals.

Contents

- Introduction To Project Finance
- Principles Of Project Finance
- Differences Between Corporate Finance And Project Finance
- Project Risks-Stages Of Project
- Project Stakeholders
- Structuring The Project Finance
- Project Contracts
- Documentation
- Understanding Project Finance Financial Models

Targeted Audience

Relationship officers, analysts and credit officers of Corporate Banking, with at least two years' experience

Prerequisites

1202: Credit Appraisal Techniques ,1211: Financial Statements Analysis Advanced

Duration

3 Days

Methodology

Lectures, exercises, discussions

Sharjah

17-04-2018 | 19-04-2018
12-08-2018 | 14-08-2018

Abu Dhabi

04-03-2018 | 06-03-2018

Dubai

27-02-2018 | 01-03-2018
28-10-2018 | 30-10-2018

Fujairah

Al Ain

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

Real Estate & Contracting Finance

Course No : 1207

Overview

This course is an introduction to the basic concepts and tools used by real estate professionals to analyze the financial feasibility of real estate developments. Participants will be able to analyze the risk and returns of investing in property. They will understand the relative advantages of debt and equity financing structures and the relevance of property cash flows.

Contents

- UAE market analysis & feasibility
- Feasibility due diligence
- Real Estate regulations
- Project costing, Leverage, Capitalisation
- Potential & Effective Gross income
- Rental Yield calculation
- Op Exps & Net Op income
- Financing Phases
- Sources of financing
- Real estate appraisal approaches

Targeted Audience

Executives in personal & corporate banking who finance real estate, senior executive who wish to advance their knowledge of real estate finance.

Prerequisites

1202: Credit Appraisal Techniques

Duration

2 Days

Methodology

Case studies, presentation and interactive discussions

Sharjah

04-03-2018 | 05-03-2018

Abu Dhabi

15-04-2018 | 16-04-2018

Dubai

26-08-2018 | 27-08-2018

Fujairah

Al Ain

RAK

Syndicated Loans

Course No : 1209

Overview

Overview

This course aims at providing participants with knowledge of organizing and participating in syndicated loans. This course highlights the legal issues in a syndicated loan and provides an insight into the nature of documents and covenants. Participants will understand the roles of various participants in structuring a transaction and how to price a syndicated loan

Contents

- Characteristics of Loan Syndication
- Advantages and disadvantages to borrowers and banks
- Identifying strategies for syndicate participants and their roles
- Significant titles in Syndicate facilities
- Types of syndicated facilities
- Risk sharing
- The syndication sales cycle and principal milestones
- Analyzing principal elements of the pricing structure
- Reviewing pricing strategies and the trade-off between price and structure
- Loan agreements/documentation in syndication
- Evaluating how to negotiate the best deal
- Transfer mode in Secondary market

Targeted Audience

Personnel handling syndications, as well as relationship officers and analysts and credit officers of corporate banking

Prerequisites

1202: Credit Appraisal techniques
1204 Financial Statement Analysis Basic

Duration

2 Days

Methodology

Lecture and case studies

Sharjah

22-04-2018 | 23-04-2018

Abu Dhabi

14-03-2018 | 15-03-2018

Dubai

05-09-2018 | 06-09-2018

Fujairah

Al Ain

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

Working Capital Finance

Course No : 1210

Overview

participants will learn to link the financing structures with the stages of the operating cycle. They will able to identify the merits of appropriate funded and non-funded instruments required for working capital finance

Contents

- Working capital cycle.
- Various components affecting working capital cycle
- Various products for working capital financing
- Structuring of funded and non funded facilities
- Precautions to be taken in working capital assessment
- Supervision & follow up for efficient utilization of working capital finance.

Targeted Audience

Relationship officers and analysts of SME, Commercial Banking departments.

Prerequisites

1204 Financial Statement Analysis - Basic

Duration

2 Days

Methodology

Lecture, illustrations and case studies.

Sharjah

21-10-2018 | 22-10-2018

Abu Dhabi

11-03-2018 | 12-03-2018

Dubai

15-04-2018 | 16-04-2018

Fujairah

Al Ain

RAK

Financial Statements Analysis - Advanced

Course No : 1211

Overview

This Course will enable participants to identify balance sheet strengths, weaknesses & inconsistencies if any. The participants will also be able to gauge the quality of earnings. They will learn the used of advanced analytical tools and glean information from notes to accounts. Participants will perform simple credit analysis and industry analysis. They should be able to identify signals that indicate fraudulent reporting

Contents

- Overview of Credit Analysis and Industry analysis
 - Linkage to the financial statements
- Review of Balance sheet, Income statement and Cash Flow Statement
- Identifying red flags in financial statements
- Disclosures and audit report analysis
- Horizontal and Vertical analysis
- Ratio analyses/Du Pont model
- Cash flow analysis

Targeted Audience

Professionals in corporate banking, credit, SME and other related departments.

Prerequisites

1204: Financial Statement Analysis- Basic

Duration

2 Days

Methodology

Case studies, presentation & interactive discussions

Sharjah

25-04-2018 | 26-04-2018
23-09-2018 | 24-09-2018

Abu Dhabi

20-02-2018 | 21-02-2018
07-10-2018 | 08-10-2018

Dubai

21-03-2018 | 22-03-2018
30-09-2018 | 01-10-2018

Fujairah

Al Ain

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

SME Finance

Course No : 1212

Overview

The basic objective of this program is to understand and analyze the SME Finance market in UAE. The program analyzes the characteristics of SME market in UAE and an overview on the credit appraisal techniques for SMEs.

Contents

- Overview about SME Finance
- SME market and regulations in UAE
- Challenges faced by Banks in SME Lending
- Promoter risk & Industry Risk Analysis
- Financial Risk analysis for SMEs - Credit scoring
- Working capital limit assessment for SMEs

Targeted Audience

The course is suitable for relationship managers responsible for the development of SME portfolios

Prerequisites

Financial Statement Analysis- Basic

Duration

2 Days

Methodology

Lecture, Discussion, Case studies

Sharjah

11-02-2018 | 12-02-2018
26-09-2018 | 27-09-2018

Abu Dhabi

25-03-2018 | 26-03-2018
02-09-2018 | 02-09-2018

Dubai

29-04-2018 | 30-04-2018
07-10-2018 | 08-10-2018

Fujairah

Al Ain

RAK

Corporate Credit Analysis

Course No : 1214

Overview

Participants use a highly structured approach to analyze credit and structure the loan. Suitable for Corporate Credit Personnel

Contents

- Introduction- The Goals and Nature of Credit Analysis
- Fundamentals of Financial Analysis
- Industry analysis - Porter's 5 forces
- Cash Flow Forecasting
- Risk and Loan Structuring
- Credit Risk Management
- Project Finance and Syndications

Targeted Audience

Senior Relationship officers, analysts and credit officers handling Commercial and corporate loans

Prerequisites

1211 Financial Statement Advance

Duration

3 Days

Methodology

lectures, videos, Group Discussions

Sharjah

29-04-2018 | 30-04-2018

Abu Dhabi

01-07-2018 | 02-07-2018

Dubai

26-08-2018 | 27-08-2018

Fujairah

Al Ain

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

International Financial Reporting Standards (IFRS)

Course No : 1215

Overview

The basic objective of this program is to introduce the key standards under IFRS and International Accounting Standards to the Banking professionals especially in IFRS 9. The course will focus on the IFRS guidelines regarding presentation of financial statements, specialized areas like construction contracts, consolidated financials etc which is critical for a Banker.

Contents

- Overview of IFRS and the International Accounting Standards
- IAS-1 - Presentation of Financial Statements – Structure, Classification of Balance sheet, Comprehensive Income
- IAS-2 - Treatment of Inventory
- IAS-7 : Statement of Cash flows
- Overview on IFRS-10 : Consolidated Financial Statements
- Overview on IFRS -9 : - Financial instruments : Recognition and Measurement
- Non-Financial Assets & Non-financial Liabilities

Targeted Audience

Senior Managers from finance and accounting, credit, treasury, internal control department of banks and regulatory bodies like central bank and the ministry of economy and commerce.

Sharjah

30-09-2018 | 01-10-2018

Abu Dhabi

22-04-2018 | 23-04-2018

Prerequisites

1211 Financial Statement Analysis- Advanced

Duration

2 Days

Methodology

Lecture, Discussion, Case studies

Dubai

25-03-2018 | 26-03-2018

Fujairah

Al Ain

RAK

Corporate Banking

Course No : 1216

Overview

This is the program to understand the corporate banking product and services. Identify the risk factors in corporate banking and debt market instruments.

Contents

- Corporate banking strategy
- Identify the major risk factors in corporate banking
- Corporate Credit Analysis
- Corporate Banking products
- Risk adjusted pricing under Basel II
- Debt market instruments for corporates

Targeted Audience

Professionals in Corporate Banking, Relationship Managers and Credit Managers, Corporate Debt Advisers and other banking professionals who need to understand corporate banking operations.

Sharjah

18-02-2018 | 19-02-2018
09-09-2018 | 10-09-2018

Abu Dhabi

06-05-2018 | 07-05-2018

Prerequisites

1914: Credit Risk Management

Duration

2 Days

Methodology

The program is highly interactive, making extensive use of case studies, exercises and group discussions as well as presentations by the Course Instructor.

Fujairah

01-04-2018 | 02-04-2018
15-10-2018 | 16-10-2018

Al Ain

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

Consumer Credit Cycle

Course No : 1217

Overview

The basic objective of this program is to understand and analyze the Consumer Lending market in UAE. The program focus will be on the Consumer lending products, risk appraisal and analysis of the credit cycles.

Contents

- Overview about Consumer lending
- Retail credit regulation
- Credit risk appraisal for Consumer credit
 - Retail credit scoring
- Economic cycles and relation with Credit cycles
- Analysis of Credit cycles
 - Acquisition. Monitoring. Collection

Targeted Audience

Professionals from Consumer loans . consumer credit and other related departments

Prerequisites

None

Duration

2 Days

Methodology

Lecture. Discussion. Case studies

Sharjah

22-04-2018 | 23-04-2018

Abu Dhabi

20-06-2018 | 21-06-2018

Dubai

16-09-2018 | 17-09-2018

Fujairah

Al Ain

RAK

Corporate Restructuring - Advanced

Course No : 1218

Overview

This course will enable participants to restructure a distressed loan. They will understand the root causes of business failures and how operational, organizational and strategic changes must be made to revive the unit. Business failures are worsened by capital structure and poor working capital management. These will need to be corrected. Lenders also have to legally protect their security and other interests.

Contents

- Causes of Loan Distress-Business weakness-Financial Weakness
- Priority of Claims
- Planning Restructuring-Operational. Organizational. Financial and Strategic Restructuring
 - Implementing the Restructuring Plan
 - Lender Responsibilities.
 - Checklists. Documentations.
 - Liquidation Balance sheet.
 - Protecting security.
 - Business Plan.
 - Financial Projections.
 - Monitoring.
 - Fall Back strategies
 - Bankruptcy laws in UAE

Targeted Audience

Advanced level : Professionals in credit, corporate banking, restructuring and SME departments

Prerequisites

1211-Finance Statements Advanced

Duration

2 Days

Methodology

Presentations, lectures, case studies and group discussions

Sharjah

Abu Dhabi

29-04-2018 | 30-04-2018

Dubai

23-09-2018 | 24-09-2018

Fujairah

Al Ain

RAK

CREDIT MANAGEMENT & PROJECT FINANCE

Credit Proposal Writing

Course No : 1219

Overview

This course has been introduced to help credit officers develop their skills in writing loan proposals. Many credit officers, who are well-versed in analyzing a loan proposal, often fail to present an acceptable case proposal to the Credit committee. The Committee has to often seek clarifications and this leads to unwanted delays.

This course will help credit officers to structure a loan proposal adequately and present the same to the credit committee in an acceptable format leading to quicker resolution.

Contents

- Outline of the proposal-Cover page, Table of Contents, Credit Foundations, Financing Outline, Key facility Risks and Loan structure
- Executive Summary of the proposal
- Industry Factors
- Company Analysis
- Financial Analysis
- Management Quality
- Security Analysis
- Summary Risk Assessment
- Financing Outline
- Key facility risks and how these will be mitigated by the suggested loan structure

Targeted Audience

Executives in corporate banking,
credit, SME

Prerequisites

1204 Financial
Statement
Analysis – Basic

Duration

1 Days

Methodology

Lecture, illustrations
and case studies.

Sharjah

Abu Dhabi
15-10-2018 | 15-10-2018

Dubai
03-05-2018 | 03-05-2018

Fujairah

Al Ain

RAK



**BANKING ENGLISH
PROGRAMS**





Banking English Programs

This category aims at enhancing the communication skills of Bankers through the effective use of English language. The focus is on report writing skills, general business communication and English speaking skills

BANKING ENGLISH PROGRAMS

General Business Communication

Course No : 1301

Overview

To introduce the fundamentals of good business communication.

Contents

- Communication theory
- Types of communication
- Clear and Concise communication
- Verbal communication skills

Targeted Audience

This program is intended for those with a good level of English.

Prerequisites

None

Duration

3 Days

Methodology

Presentations, discussions, class work, activities, case studies
Prerequisites

Sharjah

25-03-2018 | 27-03-2018
03-06-2018 | 05-06-2018

Abu Dhabi

04-03-2018 | 06-03-2018
01-07-2018 | 03-07-2018

Dubai

21-01-2018 | 23-01-2018
26-08-2018 | 28-08-2018

Fujairah

22-04-2018 | 24-04-2018

Al Ain

29-04-2018 | 01-05-2018

RAK

English for Bankers I

Course No : 1302

Overview

To enable trainees to use English more effectively in a banking context.

Contents

- Banking and finance vocabulary
- Revision of grammar structures
- Information Management
- Making arrangements, offers and requests

Targeted Audience

This program is intended for those employed by banks with an elementary to intermediate level ability in the use of English.

Prerequisites

None

Duration

4 Days

Methodology

Presentations, discussions, class work, role-plays, audio CDs

Sharjah

25-02-2018 | 28-02-2018
06-05-2018 | 09-05-2018
16-09-2018 | 19-09-2018

Abu Dhabi

11-02-2018 | 14-02-2018
24-06-2018 | 27-06-2018

Dubai

28-01-2018 | 31-01-2018
01-04-2018 | 04-04-2018
12-08-2018 | 15-08-2018

Fujairah

17-06-2018 | 20-06-2018

RAK

22-04-2018 | 25-04-2018

BANKING ENGLISH PROGRAMS

English for Bankers II

Course No : 1303

Overview

To develop and expand skills in all aspects of English relating to banking, business and finance.

Contents

- Reading and comprehension of banking vocabulary at an advanced level
- Planning and writing business emails
- Components of Business Meetings
- Social and business expressions

Targeted Audience

This program is intended for those with a high level of English.

Prerequisites

1302: English for Bankers I

Duration

4 Days

Methodology

Presentations, discussions, class work, role-plays, audio CDs

Sharjah

11-03-2018 | 14-03-2018
09-09-2018 | 12-09-2018
15-10-2018 | 18-10-2018

Abu Dhabi

25-03-2018 | 28-03-2018
30-09-2018 | 03-10-2018

Dubai

25-03-2018 | 28-03-2018
06-05-2018 | 09-05-2018
04-11-2018 | 06-11-2018

Fujairah

Al Ain

RAK

English Speaking Skills

Course No : 1305

Overview

Improve trainees' ability to participate in conversations in English.

Contents

- Practicing general conversation tactics
- Asking questions and making enquiries
- Expressing opinions, likes and dislikes
- Using language to discuss current affairs
- Making small talk
- Practicing listening and pronunciation

Targeted Audience

This program is intended for participants with at least an intermediate level of English.

Prerequisites

None

Duration

3 Days

Methodology

Presentations, discussions, practical exercises, role plays, group/pair work, audio CDs and DVDs

Sharjah

21-01-2018 | 23-01-2018
01-04-2018 | 03-04-2018
23-09-2018 | 25-09-2018

Abu Dhabi

25-02-2018 | 27-02-2018
08-04-2018 | 10-04-2018
03-06-2018 | 05-06-2018

Dubai

11-03-2018 | 13-03-2018
29-04-2018 | 01-05-2018
09-09-2018 | 11-09-2018

Fujairah

Al Ain

RAK

BANKING ENGLISH PROGRAMS

Business Report Writing

Course No : 1306

Overview

To plan, structure and compose business reports

Contents

- Grammar and language of business reports
- Type and structure of reports
- Presentation of data in various formats (graphs, figures, charts etc) within a report
- Writing and editing a report

Targeted Audience

This program is intended for participants with at least an intermediate level of English.

Prerequisites

None

Duration

3 Days

Methodology

Presentations, discussions, class work, role-plays, group/pair work

Sharjah

11-02-2018 | 13-02-2018
17-06-2018 | 19-06-2018

Abu Dhabi

15-04-2018 | 17-04-2018
14-08-2018 | 16-08-2018

Dubai

08-04-2018 | 10-04-2018
01-07-2018 | 03-07-2018

Fujairah

24-06-2018 | 26-06-2018

Al Ain

06-05-2018 | 08-05-2018

RAK

English Course - Entry Level

Course No : 1308

Overview

The course helps those already working in the fields of banking and finance to develop key language functions.

Contents

- Reading and comprehension of banking vocabulary at an elementary to intermediate level
- Business Communication Techniques
- Writing clearly and concisely

Targeted Audience

This program is intended for those employed by banks with an elementary to intermediate level ability in the use of English..

Prerequisites

None

Duration

8 Days.

Methodology

Discussions, practical exercises, role plays, group/pair work and audio CDs

Sharjah

05-02-2018 | 28-02-2018
02-09-2018 | 05-10-2018

Abu Dhabi

05-02-2018 | 28-02-2018
02-09-2018 | 05-10-2018

Dubai

05-03-2018 | 28/03/2018
02-09-2018 | 05-10-2018

Fujairah

Al Ain

RAK

BANKING ENGLISH PROGRAMS

English Course - Intermediate Level

Course No : 1309

Overview

The course helps those already working in the fields of banking and finance to develop their banking vocabulary and confidence in using English in everyday situations.

Contents

- Reading and comprehension of banking vocabulary at an intermediate to advanced level
- Understanding financial System
- Preparing and delivering effective presentations

Targeted Audience

This program is intended for those employed by banks with an intermediate to advanced level ability in the use of English..

Prerequisites

None

Duration

8 Days

Methodology

Discussions, practical exercises, role plays, group/pair work and audio CDs

Sharjah

05-03-2018 | 28-03-2018
08-10-2018 | 31-10-2018

Abu Dhabi

05-03-2018 | 28-03-2018
08-10-2018 | 31-10-2018

Dubai

09-04-2018 | 01-05-2018
08-10-2018 | 31-10-2018

Fujairah

Al Ain

RAK

English Course - Advanced Level

Course No : 1310

Overview

This course helps those already working in the fields of banking and finance to develop their banking language and confidence in using English in every day, and specific situations.

Contents

- Developing and delivering business presentation
- Deal with conflict using diplomatic language.
- Key vocabulary of banking, finance, and investments
- Identify and comprehend main ideas in higher-level finance reading materials.
- Negotiate and understand other parties' needs.

Targeted Audience

This program is intended for those employed by banks with advanced level ability in the use of English.

Prerequisites

Passing assessment for Intermediate Level, or an advanced score on preassessment

Duration

8 Days

Methodology

Lectures, Exercises and Case Studies

Sharjah

05-11-2018 | 28-11-2018

Abu Dhabi

05-11-2018 | 28-11-2018

Dubai

05-11-2018 | 28-11-2018

Fujairah

Al Ain

RAK

BANKING ENGLISH PROGRAMS

Financial Report Writing

Course No : 1311

Overview

To learn and understand the vocabulary and phrases of financial statements, and how to structure reports.

Contents

- Types and structure of reports
- Introduction to the vocabulary of key financial statements
- Presentation of data in various formats (graphs, figures, charts etc) within a report
- Language of trends and changes

Targeted Audience

This program is intended for participants with at least an intermediate level of English.

Prerequisites

1306 – Business Report writing

Duration

2 Days

Methodology

Presentations, discussions, class work, role-plays, group / pair work

Sharjah

15-04-2018 | 16-04-2018

Abu Dhabi

29-04-2018 | 30-04-2018

Dubai

02-09-2018 | 03-09-2018

Fujairah

Al Ain

RAK

eibfs

**TREASURY & CAPITAL
MARKET PROGRAMS**





eibfs



Treasury & Capital Market Programs

The category aims at updating and refining the skillsets of the participants in the various aspects of Treasury and Investment domains. The category focus is on Treasury management, Forex trading, Capital markets, Investment Banking and Structured finance

TREASURY & CAPITAL MARKET PROGRAMS

Asset & Liabilities Management

Course No : 1401

Overview

The course aims to assist the course participants understand the traditional, as well as the changing landscape of ALM in banks, to equip them to employ the traditional methods and to explore reviewed developments in risk measurement, and to enable them to appreciate how the ALM process integrates with the overall strategy of the banks.

Contents

- ALM and Role of Asset Liability Management Committee (ALCO)
- Regulatory standards
- Interest rate risk management
- Liquidity Risk Management
- Capital Planning
- Banking book and trading book
- Transfer Pricing
- Analysis of Bank annual report
- ALM policy and regulatory ratios
- Basel committee prescriptions for ALM

Targeted Audience

Risk Managers and Analysts, Treasurers, Branch Managers, Fund Managers, Auditors, Controllers, Regulators, Legal and Compliance Staff.

Prerequisites

1911: Risk Management in Banks

Duration

3 Days

Methodology

Lectures, Discussions, Exercises and Case Studies.

Sharjah

22-04-2018 | 24-04-2018

Abu Dhabi

17-06-2018 | 19-06-2018

Dubai

01-07-2018 | 03-07-2018

Fujairah

Al Ain

RAK

Capital Markets

Course No : 1404

Overview

The course aims to introduce to the participants the capital markets, instruments, mechanics etc. The course will give the participants clear idea as to how companies raise long term funds through primary equity markets and debt instruments like Bonds, Convertible shares etc. The course will also focus on trading in the secondary markets. Participants also would be familiarized about the stock markets of the region especially DFM, ADX and Nasdaq Dubai.

Contents

- Financial market – Capital market and Money market
- Equity Market :
 - Market structure
 - IPO process – Due diligence to Listing of shares
 - Equity valuation – Overview Fundamental and Technical analysis
- Debt capital markets
 - Debt instruments
 - Types of Bonds,
 - Bond valuation, Yield calculation
 - Structuring
- Regulatory oversight of capital market

Targeted Audience

Officers in Corporate Banking, Investment, treasury, private banking, wealth management departments

Prerequisites

None

Duration

2 Days.

Methodology

Officers in Corporate Banking, Investment, treasury, private banking, wealth management departments

Sharjah

15-04-2018 | 16-04-2018
29-08-2018 | 30-08-2018

Abu Dhabi

25-02-2018 | 26-02-2018
02-09-2018 | 03-09-2018

Dubai

07-03-2018 | 08-03-2018
30-09-2018 | 01-10-2018

Fujairah

Al Ain

29-04-2018 | 30-04-2018

RAK

TREASURY & CAPITAL MARKET PROGRAMS

Foreign Exchange - Basic

Course No : 1405

Overview

The course aims to offer the participants basic understanding of the FX market and Money Markets and their respective frameworks, and to familiarize the participants with the FX products & money market instruments.

Contents

- Fundamentals of foreign currency exchange rates
- Currency systems – Currency peg, Free float, Common currency
- FX quoting:
- Cross currency rates calculation
- Spot and forward rates
- Factors affecting forex – overview

Targeted Audience

Staff working in the Treasury Divisions, Remittances, and Foreign Trade Depts, corporate banking, SME banking, wealth management of banks. Suitable for all bankers looking to develop basic understanding of forex markets

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Illustrations and Exercises

Sharjah

14-03-2018 | 15-03-2018
25-09-2018 | 26-09-2018

Abu Dhabi

28-01-2018 | 29-01-2018
02-09-2018 | 03-09-2018

Dubai

23-01-2018 | 24-01-2018
12-08-2018 | 13-08-2018

Fujairah

Al Ain

06-05-2018 | 07-05-2018

RAK

FX & Money Markets - Advanced

Course No : 1406

Overview

The aim of this course is to enable the participants to analyze market dynamics, instruments & trading and hedging opportunities in the FX and money market

Contents

- Review of key basic FX concepts
- Trading in Fx markets :
 - Fundamental Analysis
 - Technical Analysis
- Simulated Trading
- Fx derivatives :
 - Forwards , futures , options
- Money market:
 - Day count rules
 - Money market instruments
 - Repurchase Agreements (Repo) and reverse Repo
- Hedging strategies using swaps, FRAs, futures and options and arbitrage opportunities
- Required documentation

Targeted Audience

Executives from Corporate Banking , Treasury, Risk, Wealth Management, Corporate Relationship Managers, Auditors.

Prerequisites

1405: Foreign Exchange Basic

Duration

3 Days

Methodology

Illustrations, Exercises & Case Studies

Sharjah

22-04-2018 | 24-04-2018
30-09-2018 | 02-10-2018

Abu Dhabi

29-04-2018 | 01-05-2018

Dubai

25-03-2018 | 27-03-2018
15-10-2018 | 17-10-2018

Fujairah

Al Ain

RAK

TREASURY & CAPITAL MARKET PROGRAMS

Risk Management with Derivatives

Course No : 1407

Overview

Participants will learn the structure of all types of derivatives including forwards, futures, swaps, traded options, OTC options, and warrants and convertibles and will be equipped to employ derivatives in hedging the clients' investment portfolios. Contents

Contents

- Introduction to derivatives market
- Forwards and futures – Payoff, Margining, Pricing of Futures
- Options and trading strategies
- interest rate and currency swaps
- Hedging principles and risk management

Targeted Audience

Senior and middle management executives in Treasury, corporate banking, Financial control and Risk Management personnel. Fund managers, Internal Auditors, Private Bankers and Investment advisors

Sharjah

01-04-2018 | 02-04-2018

Abu Dhabi

01-07-2018 | 02-07-2018

Prerequisites

1404: Capital Markets

Duration

2 Days

Methodology

Lectures, Exercises, Incorporating case studies and workshop sessions

Dubai

26-08-2018 | 27-08-2018

Fujairah

Al Ain

RAK

Investment Banking

Course No : 1408

Overview

This is an introductory course and enables participants to recognize that "valuation" lies at the core of an investment banker's skill set. Participants are made familiar with equity and debt offerings and the M&A process.

Contents

- Introduction to Investment Banking-How it differs from Commercial Banking
 - Structure of Investment bank
- Valuation of companies -
 - DCF, Trading Multiples -Precedent Transactions-Spreading Comps
 - Sum of Parts Method
- Equity underwriting
 - IPO process
 - Private equity
- Business of Debt/Fixed Income
 - Fund raising through debt instruments
- The Business of Mergers and Acquisitions
 - Drivers of M & A
 - Restructuring the business portfolio of the client
 - The M&A value chain—the "buy" and "sell" sides of the equation
 - Backward Integration, Horizontal Integration, Forward Integration
 - The valuation, pricing, and fee structure of M&A deals

Targeted Audience

Investment banking professionals. Senior Corporate bankers, IB divisions of commercial banks, Strategic Planners, Management Consultants and Risk professionals

Sharjah

04-02-2018 | 06-02-2018
01-07-2018 | 03-07-2018

Abu Dhabi

06-03-2018 | 08-03-2018
26-08-2018 | 28-08-2018

Prerequisites

1404: Capital Markets

Duration

3 Days

Methodology

Lectures, worked examples, case studies and role-play exercises to ensure participants' understanding of the techniques being discussed.

Dubai

25-03-2018 | 27-03-2018
07-10-2018 | 09-10-2018

Fujairah

Al Ain

RAK

TREASURY & CAPITAL MARKET PROGRAMS

Wealth Management

Course No : 1409

Overview

The course aims to make participants understand the analytics necessary to manage a portfolio by using various asset classes particularly equity and bonds, implement an assortment of equity and fixed income strategies, comprehend the interrelationships between these strategies, understand the concept of securitization and develop the portfolio performance parameters.

Contents

- Asset Classes and risks & returns
- Modern portfolio theory
- Equity Portfolio Management: Diversification and hedging the equity portfolio.
- Fixed Income Portfolio: advantages for individuals: bonds vs. bond funds, advantages for institutions: active vs. passive strategies.
- Collective Investment Schemes (Mutual Funds)
- Private Equity & Hedge funds
- Portfolio Performance Measurement : Sharpe ratio

Targeted Audience

Portfolio Managers, Money Managers, Research Analysts, Client Services Staff, Consultants, Individual and Institutional Investors, Private Bankers and Financial Advisors, Research Staff Members of Banks and Financial Institutions.

Prerequisites

1404: Capital Markets

Duration

3 Days

Methodology

Lecturers, Case Studies and Exercises.

Sharjah

05-09-2018 | 07-09-2018

Abu Dhabi

01-04-2018 | 03-04-2018

Dubai

30-09-2018 | 02-10-2018

Fujairah

Al Ain

RAK

Equity Market Analysis

Course No : 1411

Overview

The aim of the course is to familiarize the participants with the concepts of equity market analysis and to highlight tools and valuation techniques used in the analysis to enable them to profitably invest in the equity markets

Contents

- Equity as an Asset class
- Fundamental Analysis of Equity
 - Investing methods: Value Investing, Growth Investing and Cyclical Investing
- Valuation approaches :
 - Valuation ratios - Relative valuation models, Checklist for stock selection
 - Sectoral Analysis
- Technical Analysis
 - Charting tools, patterns
- Real life stock analysis in various markets
- Portfolio creation

Targeted Audience

Treasury, investment, private banking, corporate banking, brokerages and wealth management and anyone dealing with equity investments

Prerequisites

None

Duration

3 Days

Methodology

Lectures, Illustration, Exercises and Case Studies.

Sharjah

11-03-2018 | 13-03-2018

Abu Dhabi

17-04-2018 | 19-04-2018

Dubai

09-09-2018 | 11-09-2018

Fujairah

Al Ain

RAK

TREASURY & CAPITAL MARKET PROGRAMS

Treasury Management for Non Treasury Staff

Course No : 1412

Overview

This course sets out to provide participants/delegates with a comprehensive understanding of how to manage treasury affairs with a detailed look at the various financial instruments that can be traded.

Contents

- Treasury management overview
- Treasury organization and structure :
 - Back, middle and front office operations.
- Treasury functions :
 - Global markets trading
 - Money markets
 - Investments
 - Asset & Liability Management
 - BASEL guidelines
- Treasury control framework

Targeted Audience

Internal Auditors, Corporate bankers, Risk & compliance officers, Investment banking staff, wealth management staff

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Discussion and Case Studies.

Sharjah

16-09-2018 | 17-09-2018

Abu Dhabi

06-05-2018 | 07-05-2018

Dubai

04-04-2018 | 05-04-2018

Fujairah

Al Ain

RAK

Structured Products

Course No : 1414

Overview

provide participants with a clear understanding of the role of structured product vehicles and to demonstrate a practical understanding of the core concepts behind structured products and the range of assets including sharia' compliant products linked to structured products.

Contents

- Building blocks Structured Products.
 - Options
 - Exotic Options
 - Bonds
- What are structured products?
 - Identify mechanics of Structured Products
 - Describe origins of interest in structured products
- Issuers' and investors' appetite for structured products
 - Identify why issuers create structured products
 - Evaluate investor interest in structured products
 - Wedding cake
 - FX Touch Deposit
 - FX Range/ Double No Touch Deposit
- Structured Products
 - Capital Protected
 - High-yielding
 - Participation
 - Leverage
- Other Miscellaneous structured Products

Targeted Audience

Portfolio risk managers, corporate financiers, treasurers, credit risk managers and bank staff with basic understanding of financial market asset classes

Prerequisites

1404 capital market

Duration

2 Days

Methodology

Lectures, Case Studies, exercises and experiential learning

Sharjah

04-07-2018 | 05-07-2018

Abu Dhabi

20-06-2018 | 21-06-2018

Dubai

08-04-2018 | 09-04-2018

Fujairah

Al Ain

RAK

TREASURY & CAPITAL MARKET PROGRAMS

Technical Analysis

Course No : 1416

Overview

Technical analysis is a very popular method of forecasting markets across the globe. Technical analysis can be applied to any type of markets like Equity, Forex, Commodity, Bonds etc. This program aims to familiarize the participants the concepts in technical analysis which is important to trade in the markets.

Contents

- Technical Analysis : An overview
- Technical Vs Fundamental Analysis

Technical tools used

- Trend lines and its applications
- Moving averages, Crossovers, and Momentum indicators
- Patterns and Formation analysis – Triangles, Shoulder- Head- Shoulders, Double & Triple tops, bottoms, Channels etc.
- Real Life analysis of Equity (Including DFM & ADX) , Currency and Commodity markets using technical analysis

Targeted Audience

Traders, brokerage executives working in Trading and Investing in Stocks, Forex, Commodities, Private Banking etc. This course is suitable for professionals looking to learn investing in various asset classes

Sharjah

16-09-2018 | 18-09-2018

Abu Dhabi

01-05-2018 | 03-05-2018

Prerequisites

1405 Foreign exchange basis

Duration

2 Days

Methodology

Lectures, Hands on training on charting tools, Interpretation of charts, Forecasting different types of markets

Dubai

18-03-2018 | 20-03-2018

Fujairah

Al Ain

RAK

Treasury Operations

Course No : 1418

Overview

This Course helps Treasury Dealers, mid-office personnel and back office officials a complete picture of Treasury Operations

Contents

- Treasury Functions
- Treasury markets
- Treasury Limits
- Front Office operations
- Mid-Office Operations
- Back Office Operations
- Settlements and reconciliation with nostro accounts
- Treasury Internal Controls
- Ethics/ ACI Best practices/ Regulation

Targeted Audience

Treasury backoffice and midoffice personnels

Prerequisites

Nil

Duration

2 Days

Methodology

Lecture, case studies, simulated dealing operations

Sharjah

10-04-2018 | 12-04-2018

Abu Dhabi

21-01-2018 | 23-01-2018

Dubai

23-09-2018 | 25-09-2018

Fujairah

Al Ain

RAK



**MARKETING, SALES &
CUSTOMERSERVICE PROGRAMS** ➤



eibfs



Marketing, Sales & Customer Service Programs

The focus of this category is on scaling up the effectiveness of marketing and customer service in the fast changing banking landscape. The areas focused include Customer relationship management, product development and marketing, collection excellence and business etiquette.

MARKETING, SALES & CUSTOMER SERVICE PROGRAMS

Achieving Teller Excellence

Course No : 1501

Overview

The program takes you through what a customer requires and desires from us as Bankers, and it will equip you with skills required to professionally deal with any service situation.

Contents

- Introduction
- Customer satisfaction
- Customer Interaction cycle
- Handling Unusual/ Unexpected situations
- Understanding Customer Requirements
- Product knowledge & Benefit illustration
- Taking leads or referrals for Cross selling
- Mock Plays

Targeted Audience

All tellers and front line staff of the branch, who have English language fluency or have attended our English program modules

Prerequisites

None

Duration

1 Days

Methodology

Lectures, Discussions and Case Studies.

Sharjah

22-04-2018 | 22-04-2018
09-09-2018 | 09-09-2018

Abu Dhabi

27-03-2018 | 27-03-2018
30-09-2018 | 30-09-2018

Dubai

04-02-2018 | 04-02-2018
20-05-2018 | 20-05-2018

Fujairah

Al Ain

RAK

Customer Service Excellence

Course No : 1502

Overview

To provide participants with concepts and practice exercises of quality customer service delivery in the banking context.

Contents

- Understanding the unique nature of the banking service
- The customer service "experience" cycle
- Having a customer service mindset
- Valuing the internal customer
- Quality service-what's in it for you?
- Ideas on "breakthrough" customer service

Targeted Audience

Functional staff who deal with customers and are responsible for service quality levels

Prerequisites

None

Duration

2 Days

Methodology

Illustrations, practice sessions, presentations, and action planning

Sharjah

14-01-2018 | 15-01-2018
20-05-2018 | 21-05-2018

Abu Dhabi

27-02-2018 | 28-02-2018
27-05-2018 | 28-05-2018

Dubai

04-04-2018 | 05-04-2018
04-09-2018 | 05-09-2018

Fujairah

25-03-2018 | 26-03-2018

Al Ain

03-06-2018 | 04-06-2018

RAK

15-04-2018 | 16-04-2018

MARKETING, SALES & CUSTOMER SERVICE PROGRAMS

Customer Relationship Management - Corporate

Course No : 1504

Overview

Relationship Managers will gain understanding of the concept of CRM and will equip them with tools and techniques required to develop an appropriate CRM strategies in a corporate setting.

Contents

- The concept of Relationship banking
- Identifying the Right borrower
- Understanding the loan amount eligibility for corporate borrowers
- Understanding pricing of loans
- RAROC methodology
- Relationship aspects of CRM
- New customer acquisition / retention of existing customers
- Cross selling

Targeted Audience

Relationship Managers and Assistant Relationship Managers in Corporate banking. SME banking

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Case Studies, exercises and experiential learning

Sharjah

26-08-2018 | 27-08-2018

Abu Dhabi

21-03-2018 | 22-03-2018
01-07-2018 | 02-07-2018

Dubai

18-02-2018 | 19-02-2018
20-05-2018 | 21-05-2018

Fujairah

Al Ain

RAK

Customer Relationship Management - Retail

Course No : 1505

Overview

RMS and ARMs will gain understanding of the concept of CRM and will equip them with tools and techniques required to develop an appropriate CRM strategies in a retail setting.

Contents

- The concept of relationship banking
- The market Intelligent Enterprise: main principles
- Business etiquettes, communication, telephone manners etc.
- Design of CRM infrastructure: tools & techniques
- New customer acquisition / retention of existing customers
- Handling of customer complaints.

Targeted Audience

Relationship Managers, Assistant Relationship Managers, Customer Service executives in retail banking

Prerequisites

Nil

Duration

2 Days

Methodology

Lectures, Case Studies, exercises and experiential learning

Sharjah

03-06-2018 | 04-06-2018

Abu Dhabi

11-03-2018 | 12-03-2018
12-08-2018 | 13-08-2018

Dubai

13-02-2018 | 14-02-2018
23-09-2018 | 24-09-2018

Fujairah

01-04-2018 | 02-04-2018

Al Ain

24-06-2018 | 25-06-2018

RAK

MARKETING, SALES & CUSTOMER SERVICE PROGRAMS

Marketing of Financial Services

Course No : 1507

Overview

To impart sales professionals a standardized approach towards the marketing of financial services.

Contents

- Marketing Management: definition, importance and functions
- Financial Services-Distinct characteristics
- Test marketing- Distribution of Financial products
- Role of Promotion in Marketing New financial Products and marketing Pricing of Bank's financial Products
- Marketing Information systems Role of DSA's in Marketing
- Live Case Studies

Targeted Audience

Staff from Marketing departments, customer services departments and product managers

Prerequisites

None

Duration

2 Days

Methodology

Lectures, video films, exercises and discussions

Sharjah

14-03-2018 | 15-03-2018

Abu Dhabi

12-08-2018 | 13-08-2018

Dubai

24-06-2018 | 25-06-2018

Fujairah

Al Ain

RAK

Business Etiquette

Course No : 1509

Overview

This program will equip participants with the hidden values – and priceless potential – of image, etiquette and protocol and how they can make a difference in business by effectively employing them. Some of the main objectives of this course will include changing the employees into a team of skilled professionals, in addition to presenting and promoting your company with precision and style.

Contents

- Networking for Success
- Dress code and professional attire
- Common faux pas for men and women at their professional attire
- Business etiquette global rules for a positive first impression
- Professionalism and a philosophy of life
- Business etiquette as a life attitude
- Types of business receptions
- Dress code upon business social events
- Cross cultural orientation

Targeted Audience

Bank employees who need to develop their presentation skills in terms of personal conduct in public and/or with customers

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Group discussion and videos

Sharjah

27-05-2018 | 28-05-2018

Abu Dhabi

14-01-2018 | 15-01-2018
20-05-2018 | 21-05-2018

Dubai

28-03-2018 | 29-03-2018
26-08-2018 | 27-08-2018

Fujairah

03-06-2018 | 04-06-2018

Al Ain

11-04-2018 | 12-04-2018

RAK

MARKETING, SALES & CUSTOMER SERVICE PROGRAMS

New Banking Products Development

Course No : 1511

Overview

To provide participants with an integrated framework for the development of new banking products and financial services, starting with idea generation and ending with successful launch and control of these products and services.

Contents

- New product strategy
- Generation and evaluation of new ideas and concepts
- Business analysis and market testing
- Product Development
- Beta testing and product testing
- Products launch strategy
- Product life cycle
- Marketing and Brand identity
- Social media marketing strategies
- Case Analysis

Targeted Audience

Senior bankers involved in product management and marketing of new products and services

Prerequisites

None

Duration

2 Days

Methodology

Structured presentations, group discussions, situation analysis and cases studies

Sharjah

23-09-2018 | 24-09-2018

Abu Dhabi

18-03-2018 | 19-03-2018

Dubai

09-09-2018 | 10-09-2018

Fujairah

Al Ain

RAK

Effective Selling Techniques

Course No : 1512

Overview

This program will help attendees realize the importance of successful selling techniques implementation in complimenting and emphasizing the relationship between the client and organization.

Contents

- Managing the customers' expectations to maximize customer value
- Required skills for the ideal customer service agents in order to manage customers mind set
- Planning and preparing for the selling journey
- Presale check list
- Impact of first impression and first stage of the selling journey
- Different types of selling, and the cause of the execution
- Finalizing the sale by ensuring and maintaining customer rapport
- The importance of product knowledge in the process of sales execution
- Handling objections and complaints
- Ensure constant customer satisfaction and trust

Targeted Audience

Staff members involved in Sales roles

Prerequisites

None

Duration

2 Days

Methodology

Presentations, interactive discussions, case studies, and group exercises

Sharjah

18-03-2018 | 19-03-2018
30-09-2018 | 01-10-2018

Abu Dhabi

22-05-2018 | 23-05-2018

Dubai

28-01-2018 | 29-01-2018
22-04-2018 | 23-04-2018
22-10-2018 | 23-10-2018

Fujairah

15-04-2018 | 16-04-2018

Al Ain

15-10-2018 | 16-10-2018

RAK

MARKETING, SALES & CUSTOMER SERVICE PROGRAMS

Collection Excellence Skills

Course No : 1513

Overview

Giving credit to customers may be easy, getting it back is the problem. To collect money from past-due customers needs special skills to be attained by the collection staff and systematic process to achieve the best collection successful efforts. This program explores those skills and develops them into the experience of collection staff

Contents

- Preparation for debt collection.
- Debt collection negotiation skills.
- Debtor call handling skills.
- Debt collection management.
- Debt repayment monitoring.

Targeted Audience

Collection staff, relationship managers, account managers, marketing staff.

Prerequisites

1504 - CRM corporate or 1505 - CRM retail

Duration

2 Days

Methodology

Lectures, Discussion, role play and applications.

Sharjah

21-01-2018 | 21-01-2018

Abu Dhabi

25-03-2018 | 25-03-2018

Dubai

16-09-2018 | 16-09-2018

Fujairah

Al Ain

RAK

Customer Relationship Management - Advanced

Course No : 1514

Overview

This program introduces participants to the various facets of CRM and shows how Banks can create value out of a CRM program.

Contents

- The need for CRM/CRM as a strategy
- Using customer data for designing offers
- Implementation of CRM
- Lifetime value of a customer
- Evaluating customer profitability and developing strategic cost advantage
- Determining ROI of CRM initiative
- Retaining Customers

Targeted Audience

Relationship Officers with Three years' service

Prerequisites

1504 - CRM - retail /
1505 - CRM - retail

Duration

2 Days

Methodology

Lectures, & case studies

Sharjah

08-04-2018 | 09-04-2018

Abu Dhabi

01-07-2018 | 02-07-2018

Dubai

27-05-2018 | 28-05-2018

Fujairah

Al Ain

RAK

MARKETING, SALES & CUSTOMER SERVICE PROGRAMS

Digital Marketing

Course No : 1515

Overview

Learn the role of digital channels in an integrated marketing campaign and why you need a digital strategy. Practical application by demystifying the use of data in marketing and helping you realize the power of visualizing data with artful use of numbers found in the digital space.

Contents

- Introduction to Digital marketing
- Strategic Approach to Digital Marketing- Corporate vs. Online Strategy- Building Your Online Strategy
- Web Site Best Practices-Navigation & Usability, Design & Presentation, Content, E-commerce
- The Components Of Building, Branding & Maintaining A Successful Site-The Essential Web Site Checklist
- Social Media: SEO / SEM
- E-mail Marketing & Getting To the Inbox- Getting To the Inbox & Getting Read
- The Importance & Power Of Search-Search Engine Visibility-Search Engine Marketing, Online Advertising & Media- What Is Online Advertising?
- 'Traditional' online ads - Banners, Buttons and Pop-Ups-Rich Media advertising-Pricing Models & Delivery Options-Targeting.
- Mobile Marketing-Mobile landscape-Mobile Tactics-Audience engagement-Statistics
- Web Analytics, Business Intelligence & Customer Intelligence
- Latest trends in digital marketing

Targeted Audience

Staff from marketing departments,
customer service departments
and product managers

Prerequisites

None

Duration

2 Days

Methodology

Lectures & case studies

Sharjah

25-02-2018 | 26-02-2018

Abu Dhabi

07-10-2018 | 08-10-2018

Dubai

05-09-2018 | 06-09-2018

Fujairah

Al Ain

RAK

Advanced Selling Skills & Techniques

Course No : 1516

Overview

This program will help attendees realize the importance of successful selling techniques implementation in complimenting and emphasizing the relationship between the client and organization.

Contents

- Managing the customers' expectations to maximize customer value
- Required skills for the ideal customer service agents in order to manage customers mind set
- Planning and preparing for the selling journey
- Presale check list
- Impact of first impression and first stage of the selling journey
- Different types of selling, and the cause of the execution
- Finalizing the sale by ensuring and maintaining customer rapport
- The importance of product knowledge in the process of sales execution
- Handling objections and complaints
- Ensure constant customer satisfaction and trust

Targeted Audience

Staff members involved in
Sales roles

Prerequisites

None

Duration

2 Days

Methodology

Presentations, interactive discussions,
case studies, and group exercises

Sharjah

04-04-2018 | 05-04-2018

Abu Dhabi

26-08-2018 | 27-08-2018

Dubai

07-10-2018 | 08-10-2018

Fujairah

Al Ain

RAK



**HR MANAGEMENT &
LEADERSHIP PROGRAMS**





HR Management & Leadership Programs

The primary focus of this category is to refine the people management and leadership skills to meet the challenges in the work places. The focus areas include leadership skills, team management, performance management, effective communication and quality initiatives.

HR MANAGEMENT & LEADERSHIP PROGRAMS

Bank Branch Management

Course No : 1601

Overview

In the highly competitive market banking environment, profit orientation, efficiency and effectiveness of branches of all banks would be under focus. The program is designed to assist Branch Managers and Senior Managers to identify new business, retain existing business & manage human resources. This program will also enhance the interpersonal skills and emphasize customer relationship and service quality.

Contents

- Introduction to current business environment and realities
- Overview of service and operation of banking
- Effective leadership skills
- Business Development strategies
- Customer relationship management and service quality
- Negotiation skills and conflict management
- Motivational strategies
- Team Building
- Performance Management & Measurement process
- Profit planning- Managing the revenue line
- Time management & Delegation
- Effective Communication & Interpersonal skills
- Mock Plays

Targeted Audience

Branch Managers and Senior Officers

Prerequisites

None

Duration

3 Days

Methodology

Lectures, Discussions and Case Studies.

Sharjah

16-09-2018 | 18-09-2018

Abu Dhabi

24-04-2018 | 26-04-2018

Dubai

11-03-2018 | 13-03-2018

Fujairah

Al Ain

RAK

Coaching for Performance

Course No : 1602

Overview

Coaching and mentoring skills are essential in motivating staff, raising their engagement levels and eliminating the fear that prevents them from taking actions. This course will also assist the staff in improving their performance by taking more ownership, meeting their stated goals and developing personal self development skills that will encourage them to take action beyond their comfort zone.

Contents

- Coaching versus Mentoring & leadership
- Setting goals and gaining commitment
- GROW model
- Employee engagement
- Driving performance through coaching
- Team dynamics, and motivation
- Developing high performance
- Action Plan

Targeted Audience

Supervisors, Managers, Branch Managers and Team leaders

Prerequisites

None

Duration

2 Days

Methodology

Presentations, discussion, roll play, and group case studies

Sharjah

29-04-2018 | 30-04-2018
29-08-2018 | 30-08-2018

Abu Dhabi

22-05-2018 | 23-05-2018
09-09-2018 | 10-09-2018

Dubai

18-02-2018 | 19-02-2018
07-10-2018 | 08-10-2018

Fujairah

Al Ain

RAK

23-09-2018 | 24-09-2018

HR MANAGEMENT & LEADERSHIP PROGRAMS

Effective Communication Techniques

Course No : 1603

Overview

Attending this program will assist participants in gaining skills for influencing others within meetings and other work environments. Participants will learn about body language and the different social styles of communication necessary for influencing and impacting others.

Contents

- Developing personal Impact
- The key to communicating more effectively
- Understanding tools and techniques of communication
- Creating Impact with interpersonal communication
- Application of learning in the work environment to create the desired outcome.
- Communication Theory
- Overview of communication
- Building Rapport with the target
- Communication Types
- Body Language & Communication
- Role Play, Case Studies

Targeted Audience

Officers working in the customer service departments, sales, and receptionists and administrative personnel

Prerequisites

None

Duration

2 Days

Methodology

Lectures, group discussion, case studies and role plays

Sharjah

29-04-2018 | 30-04-2018
07-10-2018 | 08-10-2018

Abu Dhabi

13-02-2018 | 14-02-2018

Dubai

16-01-2018 | 17-01-2018
26-08-2018 | 27-08-2018

Fujairah

27-05-2018 | 28-05-2018

Al Ain

15-04-2018 | 16-04-2018

RAK

Effective Leadership Skills

Course No : 1604

Overview

rs in the banking sector are expected to perform over and above their financial and non-financial objectives. Goal setting and performance management processes are some of the key concepts participants will learn more of by attending this program. This will be in addition to other concepts such as team work, the importance of internal partnership and delegation. Leaders and potential leaders attending this program will be equipped with coaching, feedback and effective communication skills..

Contents

- Understanding good Leadership Behaviors
- Learning the difference between leadership and management
- Defining qualities and strengths
- Polishing interpersonal skills and communication skills
- Learning about commitment and effectiveness
- Making key decisions
- Stress Management
- Empowering, motivating and inspiring others
- Leading by example

Targeted Audience

Early to mid management and customer service department heads and Branch Managers

Prerequisites

1610 Team building
1602 Coaching for performance

Duration

3 Days

Methodology

Lectures, case studies, exercises and experiential learning

Sharjah

27-02-2018 | 01-03-2018
20-05-2018 | 22-05-2018
12-08-2018 | 14-08-2018

Abu Dhabi

04-02-2018 | 06-02-2018
02-09-2018 | 04-09-2018

Dubai

30-01-2018 | 01-02-2018
01-04-2018 | 03-04-2018
09-09-2018 | 11-09-2018

Fujairah

24-06-2018 | 26-06-2018

Al Ain

27-05-2018 | 29-05-2018

RAK

HR MANAGEMENT & LEADERSHIP PROGRAMS

Art of Influence and Persuasion

Course No : 1606

Overview

Participants will understand and appreciate the nature of negotiation and where it fits into when dealing with suppliers. Some of the key concepts that will be covered include negotiation process planning, techniques and tactics. Through group activities and case studies, participants will learn questioning, listening and summarizing skills. Participants will be equipped to examine, analyze different negotiation situations base on differences in peoples' backgrounds and cultures.

Contents

- Defining negotiation
- Planning & preparing for negotiation
- Communication in negotiation
- Negotiation strategies
- Tactics & counter tactics
- Negotiating across cultures
- Stages of negotiation
- Differences in behavioral styles—passive, aggressive and assertive
- Identifying techniques for improving self-esteem
- Improving communication with different social styles
- Risks and benefits in becoming assertive
- The role of social styles in assertive communication
- Perception management

Targeted Audience

Bank Employees who require this program

Prerequisites

None

Duration

2 Days

Methodology

Lectures, case studies, exercises and experiential learning

Sharjah

23-01-2018 | 24-01-2018
15-10-2018 | 16-10-2018

Abu Dhabi

04-03-2018 | 05-03-2018

Dubai

27-05-2018 | 28-05-2018
09-09-2018 | 10-09-2018

Fujairah

Al Ain

RAK

Stress Management

Course No : 1609

Overview

Stress occurs for a host of different reasons. This program begins with an examination of the causes of stress, a brief history of stress study, and a self-diagnostic tool with which participants will pinpoint their biggest stressors: time management issues, communication with co workers etc.

Contents

- Understand the study of stress and its impact
- List tactics for successful time management
- Explain how to prioritize and determine what is really important
- Demonstrate techniques for interacting with difficult people
- Employ physical and mental techniques for coping with stress
- Create reachable goals
- Begin implementing goals created during the session.
- Social Media effects in work life balance

Targeted Audience

All middle-senior executives

Prerequisites

None

Duration

1 Days

Methodology

Lectures, group discussion, case studies & role plays

Sharjah

30-01-2018 | 30-01-2018
27-05-2018 | 27-05-2018

Abu Dhabi

20-05-2018 | 20-05-2018

Dubai

18-03-2018 | 18-03-2018
12-08-2018 | 12-08-2018

Fujairah

15-04-2018 | 15-04-2018

Al Ain

RAK

HR MANAGEMENT & LEADERSHIP PROGRAMS

Team Building

Course No : 1610

Overview

How to develop your teams to maximize their strengths and enhance productivity, in addition to optimizing organization and work design for success in service delivery teams are some of the key thoughts that will be covered in this program. Participants will be able to motivate their teams by integrating their leadership responsibilities, competencies into their management roles. Moreover, the program will cover insights into the behavioral processes through which teams evolve in business organizations

Contents

- Modeling key behaviors of effective leadership
- Optimizing team processes
- Identifying dimensions of difference
- Managing measures to affect performance
- Applying leadership practices and commitments for maximum payoff
- Motivating people to stay
- Defining "teamness" in terms of organizational beliefs, norms, values and behavior
- Perceiving the unity organization and the self
- Institutionalizing the team building dynamic

Targeted Audience

Participants with team reporting to them

Prerequisites

None

Duration

2 Days

Methodology

Lectures, exercises discussion and videos

Sharjah

22-04-2018 | 23-04-2018
28-10-2018 | 29-10-2018

Abu Dhabi

11-04-2018 | 12-04-2018
18-10-2018 | 19-10-2018

Dubai

23-01-2018 | 24-01-2018
22-05-2018 | 23-05-2018

Fujairah

Al Ain

RAK

Time Management

Course No : 1611

Overview

This course will enable the participants to identify their own job objectives, key result areas and short-terms targets and set priorities and keep to them. It will also help maximize their use of time through proven scheduling techniques.

Contents

- Time as a resource
- Time stealers
- Analyzing your use of time
- Planning and objective setting
- Time management strategies

Targeted Audience

All bank employees who wish to improve their skills and techniques to effectively manage their time.

Prerequisites

None

Duration

1 Days

Methodology

Lectures, discussions, case studies and group exercises

Sharjah

16-01-2018 | 16-01-2018
20-05-2018 | 20-05-2018

Abu Dhabi

06-03-2018 | 06-03-2018
27-05-2018 | 27-05-2018

Dubai

06-02-2018 | 06-02-2018
03-06-2018 | 03-06-2018

Fujairah

Al Ain

RAK

HR MANAGEMENT & LEADERSHIP PROGRAMS

Emotional Intelligence

Course No : 1612

Overview

Emotional Intelligence is becoming an important field of research especially when it comes to managing emotions in the work place. Analyzing your own emotional intelligence and understanding how to manage your own emotional reactions to achieve desired results is one of the main modules that will be covered in this program. Participants will learn how to increase their ability to communicate and motivate others, based on understanding their emotions and harnessing it to increase morale and inspire high performance.

Contents

- Utilize the techniques of being emotionally intelligent while dealing with people
- Improve work life balance
- The 3 dimensions of competence at work
- Emotional Intelligence and its role in work
- Key competencies that enable someone to be emotionally intelligent
- The art of engagement
- Social and motivation styles

Targeted Audience

All Bank employees can attend this course

Prerequisites

None

Duration

2 Days

Methodology

Lecture, group discussion, and case studies

Sharjah

25-02-2018 | 26-02-2018
24-06-2018 | 25-06-2018

Abu Dhabi

03-06-2018 | 04-06-2018

Dubai

27-05-2018 | 28-05-2018
16-09-2018 | 17-09-2018

Fujairah

Al Ain

20-05-2018 | 21-05-2018

RAK

Performance Management

Course No : 1613

Overview

Performance Management is key in aligning organization goals with individuals' objectives. This program will cover how to motivate staff through cost effective strategies and sharpen the skills of supervisors in assessing the performance of staff. Participants will learn more about the latest management thinking on performance, in addition to how to develop effective performance measurement and management systems.

Contents

- Roles and responsibilities of individuals and managers in performance management process
- Application of pragmatic tools and techniques to develop the performance culture within their units
- Goal setting and taking ownership of performance Overview
- Importance on ongoing feedback
- Reward performance appropriately
- Defining standards of performance and setting benchmarks
- Designing and installing effective performance measurement systems
- Conducting performance appraisal discussions.
- Best practices in performance management

Targeted Audience

Managers and Heads of departments of various operations, especially HRD and trainers

Prerequisites

None

Duration

2 Days

Methodology

Lecture, group discussions and case studies

Sharjah

02-09-2018 | 03-09-2018

Abu Dhabi

25-02-2018 | 26-02-2018

Dubai

03-06-2018 | 04-06-2018

Fujairah

Al Ain

23-09-2018 | 24-09-2018

RAK

HR MANAGEMENT & LEADERSHIP PROGRAMS

Training Needs Analysis

Course No : 1616

Overview

This program will equip participants with a needs-analysis approach that is realistic in today's financial climate. It shows you how to apply a highly effective procedure for determining whether or not training is the solution to a job performance problem. Participants will return to their jobs with key skills and confidence to gain acceptance and recognition for their training recommendations to management.

Contents

- Determine organizational, departmental and individual competencies
- Plan a needs analysis system
- Design questionnaires/surveys
- Design interviews
- Analyze job performance
- Determine causes and solutions for job performance problems
- Determine when (and when not) to train
- Determine the cost-benefits of training
- Write proposal

Targeted Audience

Training analysts, senior instructors, and managers of training who have (or wish to have) input into major decisions about training

Prerequisites

None

Duration

2 Days

Methodology

Lectures, group discussions, case studies, worksheets and experiential learning materials

Sharjah

15-10-2018 | 16-10-2018

Abu Dhabi

30-09-2018 | 01-10-2018

Dubai

14-03-2018 | 15-03-2018

Fujairah

Al Ain

RAK

Project Management

Course No : 1617

Overview

As the business world grows more competitive, organizations find it necessary to take on an increasing number of projects. Unfortunately, these same organizations often don't have skilled project managers to handle the work. In this program, participants will learn and practice the critical tools and techniques that have been proven necessary for project management success.

Contents

- Discussing key definitions, concepts, terminology, and roles
- Identifying the project work by creating the work breakdown structure (WBS)
- Project work estimation – time and cost
- Work assignments and determining resources required for project completion
- Assigning ownership to tasks
- Budget creation
- PMI guidelines

Targeted Audience

Individuals who are new to project management, professionals for whom PM is a secondary part of their jobs, business analysts, managers responsible for projects and experienced project managers

Prerequisites

None

Duration

3 Days

Methodology

Lectures, discussions, charters, fictional case studies and group exercises

Sharjah

30-09-2018 | 02-10-2018

Abu Dhabi

22-10-2018 | 24-10-2018

Dubai

11-03-2018 | 13-03-2018
28-10-2018 | 30-10-2018

Fujairah

Al Ain

RAK

HR MANAGEMENT & LEADERSHIP PROGRAMS

ROI in Human Capital

Course No : 1618

Overview

People are the unreported wealth of any organization. Investment in human resource translates to a significant increase in revenue and improved productivity. ROI on human capital allows upper management to identify measurable ways that HR services benefit the organization. This program takes candidates through this focal process to know how to invest and take decisions and report to management towards those concepts.

Contents

- ROI, and its importance in the HR function
- Basic elements needed to calculate ROI
- Calculating Employee costs, including cost of Hiring, Salary, Training, Nonperformance etc.
- ROI methodology
- Calculating ROI
- Use of ROI to influence the success and image of HR
- Implementing ROI of Human Capital
- Development of effective HR solutions as next steps

Targeted Audience

HR managers and officers, Team leaders and branch managers.

Prerequisites

None

Duration

2 Days

Methodology

Lecturers, discussions, presentation

Sharjah

01-04-2018 | 02-04-2018

Abu Dhabi

30-09-2018 | 01-10-2018

Dubai

22-10-2018 | 23-10-2018

Fujairah

Al Ain

RAK

Personal & Professional Impact & Influence

Course No : 1620

Overview

Powerful techniques and skills are essential for you to persuade and influence the individuals and groups around you. With confidence, ability and the skills to influence your clients, colleagues and bosses you will achieve your own and your organisation's goals and successes. Developing such skills will get you noticed and ensure you are more influential and ultimately successful in your career.

Contents

- The key elements of Influence and Impact
- Understanding what drives you
- Personal Presentation
- Best practice persuasion and Influencing Techniques
- Maintaining Cooperative relationship with the right people at work
- Delivering presentation with confidence and Impact
- Decision Making

Targeted Audience

Professionals who would like to improve their skills in negotiations and decision making

Prerequisites

1606 : Art of influence & persuasion

Duration

2 Days

Methodology

Lecture, group activities and case studies role play

Sharjah

18-03-2018 | 19-03-2018

Abu Dhabi

08-04-2018 | 09-04-2018

Dubai

28-10-2018 | 29-10-2018

Fujairah

Al Ain

RAK

HR MANAGEMENT & LEADERSHIP PROGRAMS

Strategic Talent Management

Course No : 1621

Overview

Without a strategic approach to identifying potential talent and doing whatever it takes to develop it and keep it, organizations stand to lose one of their competitive advantages. To know the best practices in strategic talent management as applied by some of the most successful organizations in the world. To identify potential talent within your organization, how to develop it and how to implement strategies to retain your best people, this course will help you and your organization become better equipped to win in the war for talent.

Contents

- The War for Talent
- Intangibles: The New HR Return On Investment
- Proactive Talent Management
- Talent Management: Problem or Solution?
- Creating a Talent Management System
- Institutional Strategies for Dealing with Talent Management Issues
- Turning your Organization into a "Talent Master"
- What it Takes to Become a "Talent Master"
- Winning the War for Talent

Targeted Audience

Talent Managers including senior and middle line managers, HR executives, training managers as well as all those involved in designing and setting up talent management systems that will allow the organization to create organizational excellence and continuously improve its bottom line.

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Exercises, & Case Studies

Sharjah

04-11-2018 | 05-11-2018

Abu Dhabi

07-10-2018 | 08-10-2018

Dubai

11-04-2018 | 12-04-2018

Fujairah

Al Ain

RAK

Interview & Selection Techniques

Course No : 1622

Overview

More effective and new recruitment channels have become a necessity now that branding techniques and use of technology is no longer a choice. The diversification of commonly used selection methodologies has become essential to improve the reliability of selection decisions and improve the quality of hires. It is designed from an operational and cultural perspective and is expected to enable participants to build a holistic approach towards their activities and introduce system changes.

Contents

- Fundamentals of workforce planning
- Recruitment Planning
- Candidate assessment
- Budgeting: processes and approaches
- Advanced interviewing techniques
- Exit interviews

Targeted Audience

Experienced and senior professionals in the recruitment and selection function as well as senior employees in human resources. This course is also very useful for those working in workforce planning and nationalization..

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Exercises, role play & Case Studies

Sharjah

08-05-2018 | 09-05-2018

Abu Dhabi

03-06-2018 | 04-06-2018

Dubai

04-11-2018 | 05-11-2018

Fujairah

Al Ain

RAK



**ISLAMIC BANKING
PROGRAMS**





eibfs



Islamic Banking Programs

This category aims at scaling up the skill sets of the participants in the highly dynamic and fast evolving domain of Islamic Banking. The category covers the entire gamut of Islamic banking and finance ranging from Islamic products, accounting, risk management, trade finance and development of new products

ISLAMIC BANKING PROGRAMS

Development of New Islamic Banking Products

Course No : 1701

Overview

The program aims to familiarize the participants with the shari'ah and legal principles for product designing and to explore the opportunities for new Islamic banking products. It enables the participants to comprehend the process and requisites for Islamic product structuring and identify the challenges in their launching and marketing.

Contents

- Development of banking products: New product development process; Product concept development;
- New product strategy: Concept building; Idea screening
- Product program guidelines; New product marketing strategy: Product launch; Monitoring & review
- An overview of Islamic banking products: Approaches to structuring and developing new products for different sectors
- Requisites for Islamic financial engineering: Shari'ah, legal, market knowledge, conventional product knowledge etc;
- Issues related to transactions and operations: Marketing considerations, challenges
- Standardization in new product design

Targeted Audience

Bankers involved in developing and marketing of new products and services; Relationship officers and sales executives involved in marketing of new products

Prerequisites

Introduction to Islamic Banking(Course No.1702)

Duration

2 Days

Methodology

Lecture, presentation, discussion, case studies, examples

Sharjah

04-02-2018 | 05-02-2018
09-09-2018 | 10-09-2018

Abu Dhabi

18-04-2018 | 19-04-2018

Dubai

17-06-2018 | 18-06-2018

Fujairah

29-04-2018 | 30-04-2018

Al Ain

RAK

Introduction to Islamic Banking

Course No : 1702

Overview

The introductory course aims to familiarize the participants with the guiding principles of Islamic banking and finance and legal and shari'ah framework within which the industry works. The participants shall analyze the evolution and performance of Islamic banking and finance industry in local and global contexts. The program also focuses in details on the Islamic modes of financing and mechanism of fund management in Islamic banks.

Contents

- Key guiding principles of Islamic banking and finance
- Fundamental prohibited elements in Islamic banking and finance- Riba (interest), Gharar (uncertainty) Maysir (gambling) etc.
- Regulatory and shari'ah framework for Islamic banking and finance institutions
- Islamic Finance: industry analysis, evolution, performance, new trends
- Appraisal of Islamic banking and finance: Islamic banking VS conventional banking: Main differences
- Mechanism of fund management in Islamic banks
- Islamic financing techniques as used in Islamic banks: murabahah, mudarabah, musharakah, ijarah, forward ijarah, salam, tawarruq, istisna'a, wakalah, kafalah etc.

Targeted Audience

New entrants as well as existing bank employees interested to equip themselves with the fundamental knowledge of Islamic banking and finance

Prerequisites

None

Duration

2 Days

Methodology

Lecture, presentation, discussion, exercises, case studies.

Sharjah

18-03-2018 | 19-03-2018
06-05-2018 | 07-05-2018
15-08-2018 | 16-08-2018

Abu Dhabi

18-02-2018 | 19-02-2018
09-09-2018 | 10-09-2018

Dubai

21-01-2018 | 22-01-2018
15-04-2018 | 16-04-2018
07-10-2018 | 08-10-2018

Fujairah

08-04-2018 | 09-04-2018

Al Ain

24-06-2018 | 25-06-2018

RAK

25-04-2018 | 26-04-2018

ISLAMIC BANKING PROGRAMS

Islamic Accounting Standards

Course No : 1703

Overview

The program aims to familiarize the participants with Islamic accounting principles and broad framework of accounting and financial reporting issues in Islamic financial institutions (IFIs). The participants shall identify the accounting objectives, reporting and disclosure requirements as well as Accounting Standards for IFIs developed by the Accounting & Auditing Organization for Islamic Financial Institutions (AAOIFI).

Contents

- Introduction to Islamic Accounting: Objectives of Islamic accounting
- AAOIFI and the objectives and concepts of financial accounting and reporting
- General presentation and disclosure in the financial Statements of Islamic banks
- Account recognition: Accounting measurement
- International Financial Reporting Standards (IFRS) and Islamic banking operations
- Accounting Standards for murabahah, ijarah, istisna'a, mudarabah and musharakah
- Accounting treatment of Islamic financial transactions
- Accounting treatment of Investment Accounts

Targeted Audience

Bank employees involved in the Accounting, Financial control and Auditing functions of Islamic banks. Audit firms professionals and regulators who supervise and inspect Islamic banks

Sharjah

18-03-2018 | 20-03-2018
18-10-2018 | 20-10-2018

Abu Dhabi

10-04-2018 | 12-04-2018

Prerequisites

Introduction to Islamic Banking (Course No. 1702)

Duration

2 Days

Methodology

Lecture, presentation, discussion, exercises, case studies

Dubai

02-09-2018 | 04-09-2018

Fujairah

Al Ain

RAK

Islamic Capital Market

Course No : 1705

Overview

The program aims to familiarize the participants with the dynamics of Islamic capital markets and shari'ah framework of Islamic securities. It analyzes the role of sukuk in Islamic finance and discusses different sukuk types and their uses in modern finance. The program also highlights shari'ah parameters for equity-screening, Islamic equity-market indexes, Islamic investment funds and Islamic certificate of deposit (ICDs)

Contents

- Financial markets Basic concepts: Key players and instruments
- Key principles of Islamic investment and finance
- Evolution, practices, recent trends in Islamic capital markets
- Shari'ah appraisal of conventional financial market instruments: conventional bonds, equity shares, derivatives, stock market operations; sukuk vs conventional bonds.
- Sukuk, definition, structures, features, types, uses
- Case studies of some innovative sukuk structures
- Current issues and challenges related to sukuk market: legal, credit, shari'ah, trading
- Shari'ah-Screening of shares for Islamic investment: shari'ah-compliant stock, Islamic equity market indexes
- Islamic Investment Funds, Islamic Real Estate Investment Trusts, Islamic Exchange Traded Funds.
- Securitization

Targeted Audience

Islamic bankers, investment executives, project and corporate finance officers, marketing officers, Portfolio Managers

Prerequisites

Introduction to Islamic Banking(Course No. 1702)

Duration

2 Days

Methodology

Lecture, presentation, discussion, exercises and case studies

Sharjah

25-03-2018 | 26-03-2018
23-09-2018 | 24-09-2018

Abu Dhabi

25-04-2018 | 26-04-2018
16-09-2018 | 17-09-2018

Dubai

29-04-2018 | 30-04-2018
18-10-2018 | 19-10-2018

Fujairah

Al Ain

RAK

ISLAMIC BANKING PROGRAMS

Islamic Banking Products

Course No : 1706

Overview

The course aims to develop among the participants in-depth knowledge of Islamic banking products and operations and critically examines the main differences between products offered by Islamic banks and conventional banks. As Islamic banking products and services are exclusively based on shari'ah nominated contracts, each product is explained in line with the shari'ah contracts used in products structure. The course shall thus provide the participants a sound knowledge of Islamic banking products engineering that shall help them to market their products in full confidence with clear understanding and to the satisfaction of the clients' queries

Contents

- Review of the main shari'ah concepts in Islamic banking and finance
- Deposit products and fund management: current account; saving account; types of investment deposits based on mudarabah; wakalah and murabahah
- Card Products in Islamic Banks Fee-based and profit based cards
- Consumer and personal finance products based on murabahah, salam, tawarruq, services ijarah
- Home Finance Products based on standard ijara, forward ijara, istisna'a, diminishing musharakah
- Equity- Products based on mudarabah and musharakah
- Risks related to products and ways to mitigate the risks

Targeted Audience

Banks employees who need to be introduced to Islamic banking products and services

Prerequisites

Introduction to Islamic Banking (Course No. 1702)

Duration

2 Days

Methodology

Lecture, presentation, discussion, exercises and case studies

Sharjah

17-06-2018 | 18-06-2018

Abu Dhabi

22-10-2018 | 23-10-2018

Dubai

11-02-2018 | 12-02-2018

Fujairah

Al Ain

RAK

Risk Management in Islamic Banks

Course No : 1710

Overview

The course aims to provide comprehensive understanding of the Islamic perspectives on risks and its management. It familiarizes the participants with the types of risks involved in Islamic modes of financing and suggests ways to mitigate these risks. The participants shall develop a sound understanding of the risks facing Islamic banks and analyze the techniques and tools used for risk management by Islamic financial institutions.

Contents

- An overview of the financial risks: Islamic perspective on risk management
- Risks exposure and management in Islamic banks:
 - Credit risks
 - Operational risks
 - Market risks, Investment return risks
 - Liquidity risks
 - shari'ah-intrinsic risks etc.
- Islamic Financial Services Board (IFSB) guidelines on risk management for Islamic financial institutions
- Basel III Accord and Islamic banks
- Islamic Hedging Instruments: Forex wa'd, Islamic options, Islamic profit rate swap, etc.

Targeted Audience

Treasury, credit, operational risks, compliance officers and senior bankers in various functional areas who need to acquire good knowledge in risk management framework for Islamic banking and financial services industry.

Prerequisites

1702 Introduction to Islamic Banking

Duration

3 Days

Methodology

Lecture, presentation, discussion, exercises and case studies

Sharjah

28-10-2018 | 30-10-2018

Abu Dhabi

03-04-2018 | 05-04-2018

Dubai

22-04-2018 | 24-04-2018
16-09-2018 | 18-09-2018

Fujairah

08-04-2018 | 09-04-2018

Al Ain

RAK

ISLAMIC BANKING PROGRAMS

Islamic Trade Finance

Course No : 1712

Overview

The course aims to provide the participants with sound understanding of shari'ah principles and contracts related to Islamic trade finance. The participants shall learn how Islamic techniques are used in local and international trade operations. Upon completion of the course the participants shall identify the principles, practical aspects, advantages and latest issues of Islamic trade finance and appreciate the importance of Islamic trade finance instruments and services for trading activities.

Contents

- Introduction to trade finance and Islamic principles of trading
- Islamic trade finance instruments and services and the underlying contracts
- Instruments used to finance imports & exports (Conventional & Islamic), Islamic Letter of Credit
- (LCs) VS Conventional LCs
- Letters of Credit & Uniform Commercial Practices (UCP 600); Islamic LCS and UCP 600
- Documentary credits in Islamic banks, Working capital finance
- Letter of guarantees in Islamic banks
- Islamic shipping guarantees
- Documentation, default treatment and fraud prevention measures
- Bank payment obligation

Targeted Audience

Bankers with experience in trade and credit department in banks; credit officers, risk managers and marketing executives who want to gain insight on Islamic trade finance principles and instruction

Prerequisites

None

Duration

2 Days

Methodology

Lecture, presentation, discussion, exercises and case studies

Sharjah

08-04-2018 | 09-04-2018
22-10-2018 | 23-10-2018

Abu Dhabi

15-04-2018 | 16-04-2018

Dubai

06-05-2018 | 07-05-2018
30-09-2018 | 01-10-2018

Fujairah

Al Ain

RAK



**E- BANKING APPLICATIONS
PROGRAMS**



E- Banking Applications Programs

The category aims at improving the skill sets of the participants in the various facets of Information Technology application in Banking. The focus areas include ebanking, computer security and analytical application of MS office tools.

E- BANKING APPLICATIONS PROGRAMS

Application of Ms. Excel - Basic

Course No : 1801

Overview

To familiarize the participants with the use of excel as a tool for enhancing the daily uses of excel in banking and finance. This course provides trainees with an overview of the features and functions of Microsoft Office Excel 2010 - 2013..

Contents

- Create workbooks
- Modify workbooks
- Customize the Excel 2007 program window
- Enter and revise data
- Modify worksheets
- Move data within a workbook
- Find and replace data
- Correct and expand upon worksheet data
- Format cells
- Define styles
- Apply workbook themes and table styles
- Make numbers easier to read
- Create charts
- Define a table
- Name groups of data
- Create formulas to calculate values
- Add headers and footers to printed pages
- Prepare worksheets for printing

Targeted Audience

IT Dept. Secretaries. Management.
Call Center staff. HR Dept.

Prerequisites

None

Duration

2 Days

Methodology

Presentations. Illustrations. Exercises.
Recent Case Studies. Multimedia
(Video)

Sharjah

18-02-2018 | 19-02-2018
16-09-2018 | 17-09-2018

Abu Dhabi

30-01-2018 | 31-01-2018
02-09-2018 | 03-09-2018

Dubai

14-01-2018 | 15-01-2018
27-05-2018 | 28-05-2018

Fujairah

11-03-2018 | 12-03-2018

Al Ain

08-04-2018 | 09-04-2018

RAK

Computer Crimes and Security Systems

Course No : 1804

Overview

To provide participants with the knowledge to understand Computer & Internet Crimes and how they target banks through case studies and How to defend against them.

Contents

- Overview of computer & Internet Crimes
- Types of Computer & Internet Crimes
- Cyber Threats targeting Banks
- Online Banking Fraud
- Role of Money Mules
- Recent Cases against Banks
- Best Practices to Prevent Online banking Fraud
- ATM Fraud & Security
- Phone banking Fraud
- Data Breach Response Guide
- The global threat landscape - U.A.E
- Cyber Crime New Trends
- Mobile Banking

Targeted Audience

IT security. Web Admin.. E-Banking & Mobile banking & Call Center staff. Legal. Audit. Fraud Prevention. Compliance & Risk Management Departs.

Prerequisites

None

Duration

2 Days

Methodology

Presentations. Illustrations. Exercises.
Recent case studies. Multimedia (Video)

Sharjah

20-06-2018 | 21-06-2018

Abu Dhabi

16-09-2018 | 17-09-2018

Dubai

25-02-2018 | 26-02-2018

Fujairah

Al Ain

RAK

E- BANKING APPLICATIONS PROGRAMS

E-Banking

Course No : 1807

Overview

As customers increasingly demand and use a variety of electronic channels to perform financial transactions, the ways in which fraudsters and hackers can conduct attacks proliferate. In consumer and corporate banking services, authenticating the customer and the transaction are key steps to ensuring proper access and protection.

Contents

- Introduction to electronic banking
- E-banking services (ATM, Phone Banking, Internet banking & Mobile Banking)
- Authentication Methods in Electronic Transactions
- Payment systems / POS
- Major Issues of E-security
- Risks in E banking

Targeted Audience

IT security, Web Admin, E-banking& Mobile banking & call Center staff, Legal Audit, Fraud prevention, Compliance& Risk management Departs

Prerequisites

None

Duration

2 Days

Methodology

Presentations, Illustrations, Exercises, Recent case studies, Multimedia (Video)

Sharjah

04-03-2018 | 05-03-2018

Abu Dhabi

30-09-2018 | 01-10-2018

Dubai

08-05-2018 | 09-05-2018

Fujairah

Al Ain

RAK

Financial Modeling

Course No : 1808

Overview

Financial Modeling is very critical for the financial industry. This course will enable participants to effectively apply excel techniques to a wide variety of financial models. A number of key skills will be addressed such as scenario management techniques and data validation to control inputs.

Contents

- What are financial models?
- Types of Financial Models-Pricing, Investment, Funding, Trading, Risk, Simulation, Financial Statements
- Design of financial models-Objectives, drivers, assumptions, sub-models, stress testing, presentation, metrics
- Excel functions to support financial models-Sensitivity analysis with scenario manager and data tables-Pivot tables-Solver
- Financial Statements forecasting
- Financial Planning and Investments, Loan Schedules
- Bond Pricing and duration
- Risk and Simulation
- Sensitivity Analysis

Targeted Audience

Participants will be from Corporate Banking, Risk Department and Investment Banking

Prerequisites

1801 - Application of MS Excel

Duration

3 Days

Methodology

Presentation, lecture, illustration, exercise and case studies.

Sharjah

22-04-2018 | 24-04-2018

Abu Dhabi

08-04-2018 | 10-04-2018
09-09-2018 | 11-09-2018

Dubai

20-02-2018 | 22-02-2018
07-10-2018 | 09-10-2018

Fujairah

Al Ain

RAK

E- BANKING APPLICATIONS PROGRAMS

Application of Ms. Word - Advanced

Course No : 1810

Overview

This course provides trainees with an overview of the more advanced features and functions of Microsoft Word. This course is intended for experienced information workers who want to learn advanced-level Word skills

Contents

- Add hyperlinks
- Add bookmarks and cross-references
- Create and modify tables of contents
- Create and modify indexes
- Understand mail merge
- Prepare main documents
- Send personalized e-mail messages to multiple recipients
- Create and print labels
- Send documents directly from Word
- Add and review comments
- Track and manage document changes
- Compare and merge documents
- Password-protect documents
- Control changes
- Work with styles and templates
- Change default program options
- Customize the ribbon
- Customize the Quick Access Toolbar

Targeted Audience

IT Dept, Secretaries, Management,
Call center staff

Prerequisites

None

Duration

2 Days

Methodology

Presentations, Illustrations, Exercises, Recent case studies, Multimedia (Video)

Sharjah

25-02-2018 | 26-02-2018
09-09-2018 | 10-09-2018

Abu Dhabi

15-04-2018 | 16-04-2018

Dubai

18-03-2018 | 19-03-2018
15-08-2018 | 16-08-2018

Fujairah

Al Ain

RAK

Powerful presentation through Technology

Course No : 1811

Overview

In today's technical world, there are many different technology strategies companies can use to deliver a message effectively, from simple slide presentations to live videos with different tools. This will give you a basics of several popular technologies and the different strategies that presenters have to deliver a professional presentation

Contents

- MS PowerPoint
- Google Slides
- Online Presentation
- Illustration through charts and videos
- Prezi – creative presentation tool
- Other effective presentation tools (Clear slide / slide rocket, keynote etc.)

Targeted Audience

IT Dept, Secretaries, Management,
Marketing / sales managers

Prerequisites

None

Duration

2 Days

Methodology

Presentations, Illustrations, Exercises, Multimedia (Video)

Sharjah

04-02-2018 | 05-02-2018

Abu Dhabi

29-04-2018 | 30-04-2018

Dubai

18-10-2018 | 19-10-2018

Fujairah

Al Ain

RAK

E- BANKING APPLICATIONS PROGRAMS

Application of Ms. Excel - Advanced

Course No : 1812

Overview

Microsoft Office is today, the most popular Office Automation software. This program enables users to acquire the necessary knowledge and skills to use work enhancing features of Microsoft Excel ineffectively and to get them familiar with these functions in a safe learning environment. Once it is completed, their familiarity and confidence in using the advanced feature of Excel 2010 will increase, making Excel 2010 a more useful tool for everyone who uses excel in banking and finance.

Contents

- Creating Pivot Charts
- Solving Formula Errors
- Inserting Objects
- Using What-If Analysis
- Creating Charts
- Creating Pivot Tables
- Grouping and Outlining Data
- Ms. Excel Dates and times
- Ms. Excel Macros.

Targeted Audience

It is suitable for banker's staff that has been using Excel for some time, and feels confident with using it.

Prerequisites

1801: Application of Ms Excel

Duration

2 Days

Methodology

This instructor-led course provides classroom lecture topics and the practical application of Ms Excel 2010-2013 through demonstrations, practices, and hands-on exercises, followed by a small case study on the last day.)

Sharjah

06-05-2018 | 07-05-2018
25-10-2018 | 26-10-2018

Abu Dhabi

25-03-2018 | 26-03-2018
24-06-2018 | 25-06-2018

Dubai

04-04-2018 | 05-04-2018
23-09-2018 | 24-09-2018

Fujairah

12-08-2018 | 13-08-2018

Al Ain

29-04-2018 | 30-04-2018

RAK

17-06-2018 | 18-06-2018



**RISK MANAGEMENT &
COMPLIANCE PROGRAMS**





eibfs



Risk Management & Compliance Programs

This category is focused on ensuring effective risk management and compliance activities in the various domains of Banking. The key areas include Anti money laundering, various compliance aspects, all facets of Risk management ranging from Credit risk to liquidity risk and Basel norms

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Anti Money Laundering: Law, Regulations & Best Practices

Course No : 1901

Overview

Familiarize participants with the nature, processes and volume of money laundering and its risks. Current international, regional and local initiatives to combat and manage risks of money laundering. The legal frame work of combating money laundering in UAE and central bank circulars to the banks.

Contents

- Nature of Money Laundering
- History and processes of money laundering
- Volumes and risks of the money laundering
- International standards on AML - FATF, UN initiatives and others
- Latest AML cases: International / UAE
- AML compliance Management System
- UAE initiatives (Federal law, central bank circulars, focus areas of AML risk)

Targeted Audience

All Staff of the bank who would like to get the in-depth knowledge of AML

Prerequisites

None

Duration

2 Days

Methodology

Lecture, Discussion and Case Studies.

Sharjah

14-01-2018 | 15-01-2018
01-07-2018 | 02-07-2018
15-10-2018 | 16-10-2018

Abu Dhabi

28-01-2018 | 29-01-2018
26-08-2018 | 27-08-2018

Dubai

04-03-2018 | 05-03-2018
20-06-2018 | 21-06-2018
28-10-2018 | 29-10-2018

Fujairah

07-10-2018 | 08-10-2018

Al Ain

22-10-2018 | 23-10-2018

RAK

29-04-2018 | 30-04-2018

Compliance Insights in Banks

Course No : 1903

Overview

Compliance is becoming important as it will not only prevent losses from inefficient financial processes and avoiding regulatory sanctions rather it will provide management with information needed for strategic planning and moving ahead. This program will enable participants to Understand the compliance function in banks. Determine laws, regulations, circulars, policies and procedures that bank has to comply with and Benefits of compliance and problems of non-compliance.

Contents

- The compliance functions
- The importance of compliance
- Compliance Management System
- Benefits of compliance and Consequences of non-compliance
- Laws, regulations, circulars, internal policies
- High risk compliance functions
- Compliance sensitive businesses

Targeted Audience

Internal Audit and compliance officers, Operational Risk and Internal control officials, Corporate and SME Bankers, Relationship Managers

Prerequisites

None

Duration

2 Days

Methodology

Presentation, discussion, and real case analysis

Sharjah

07-03-2018 | 08-03-2018
12-08-2018 | 13-08-2018

Abu Dhabi

08-05-2018 | 09-05-2018

Dubai

18-04-2018 | 19-04-2018
22-10-2018 | 23-10-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Detection of Forgery and Counterfeiting

Course No : 1906

Overview

Forgery, documents screening and verification is becoming a skill that should be enhanced with techniques to be used to enable bankers to prevent fraudulent transactions in the bank and the detection of counterfeiting and forged note. Other documents like cheques, plastic cards, ID's and other documents which lies in everyday banking transactions is also covered.

Contents

- Payment Instruments Fraud (banknotes counterfeiting, cheques and credit cards fraud)
- Documents screening and verification. (ID fraud, security, technical and tactical profiling)
- Signature forgery and verification.
- Check Fraud Prevention
- Identity Theft
- Employee Fraud Red Flags
- Insider Threat
- Identity Document Fraud

Targeted Audience

Tellers, customer services sales team, credit and audit department

Prerequisites

None

Duration

2 Days

Methodology

Presentation, discussion, and real illustrations

Sharjah

01-07-2018 | 02-07-2018

Abu Dhabi

18-02-2018 | 19-02-2018
28-08-2018 | 29-08-2018

Dubai

08-04-2018 | 09-04-2018
26-09-2018 | 27-09-2018

Fujairah

Al Ain

RAK

Financial Crimes in Banks

Course No : 1907

Overview

Financial crime threatens the safety and soundness of financial systems world-wide. In some cases, these crimes threaten the security and safety of the nation. Recent events and penalties have resulted in Financial Crime moving to the forefront of financial industry concerns and this poses particular challenges for Senior Management, Compliance Officers and Internal Auditors who are all struggling to come to terms with this monster. Although financial criminals are often well-organized and persistent, bankers and citizens can take proactive steps to thwart their attempts.

Contents

- The Background and Nature of Financial
- Crime- Six types of Financial Crime
- Predicate Offences
- Money Laundering/Terrorist Financing
- Sanctions Evasion
- Corruption/Bribery
- Unauthorized Banking(as per OCC)
- Financial Crime in Correspondent Banking & Private Banking
- Cyber crime
- Financial Crimes in Trade Finance
- Financial Crime Lifecycle- Compliance,
- Prevention and Detection, Investigation and Remediation
- Risk-Based Approaches to Combating Financial Crime
- Big Data's Role in Fighting Financial Crime
- Legal and Regulatory Framework:
- Wolfsberg Groups Guidance on Financial
- Crime Risk Assessment

Targeted Audience

Professional from Treasury, Risk, Compliance, Internal Audit and Strategic management.

Prerequisites

1911: Risk Management in Banks

Duration

2 Days

Methodology

Lecturing, examples, illustrations and cases

Sharjah

06-05-2018 | 07-05-2018

Abu Dhabi

11-03-2018 | 12-03-2018

Dubai

20-02-2018 | 21-02-2018
28-10-2018 | 29-10-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Liquidity Risk management

Course No : 1909

Overview

This program will enable participants to Understand the types of liquidity risks and identify their causes. Enhance their Ability to measure liquidity risk and asset/liability liquidity. Use the available techniques to manage liquidity risk. Understand and comply with Basel recommendations to manage liquidity risk.

Contents

- Liquidity and solvency
- Types of liquidity risk
- Causes of liquidity risk
- Measures of liquidity risk
- Measures of asset/liability liquidity
- Managing liquidity risk
- Liquidity Contingency Plan
- Basel III recommendations for liquidity risk management

Targeted Audience

Professional from Treasury, Market, Risk, Compliance, Internal Audit and Strategic management.

Prerequisites

1911: Risk Management in Banks

Duration

2 Days

Methodology

Lecturing, examples, illustrations and cases

Sharjah

15-04-2018 | 16-04-2018

Abu Dhabi

28-10-2018 | 29-10-2018

Dubai

27-02-2018 | 28-02-2018

Fujairah

Al Ain

RAK

Operational Risk Management

Course No : 1910

Overview

This course introduces the concept of Operational Risk and discusses events that trigger losses in banks due to operational loss events. It covers the Basel Committee recommendations on the Regulatory Treatment of Operational Risk and its management .

Contents

- Introduction to Operational Risk & Linkages to other risks
- Identification of Operational Risk events /businesses
- Measurement of Operational Risk
- Mitigation of Operational Risk
- Operational Risk treatment
- Monitoring of Operational Risk – Key risk indicators . RCSA
- BIS Principles on operation risk Management
- COSO Principles of Internal Controls

Targeted Audience

Operations management staff, IT executives, Operational Risk Managers, Back-Office Managers, Settlement Officers, Internal Auditors, Risk Auditors

Prerequisites

1911 - Risk Management in Banks

Duration

2 Days

Methodology

Lectures, Discussion and case studies

Sharjah

20-02-2018 | 21-02-2018
22-10-2018 | 23-10-2018

Abu Dhabi

01-04-2018 | 02-04-2018

Dubai

16-09-2018 | 17-09-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Risk Management in Banks

Course No : 1911

Overview

Financial institutions have been using risk management tools to control their risks. No longer is it seen purely as a control mechanism – but as a critical input into the business. Every transaction should be assessed in terms of the increase in risk to the institution, with the assurance that the pricing of that transaction will generate a suitable return to compensate for the risk. Such a risk culture is reinforced by Basel Accords, due to be implemented in many countries.

Contents

- Overview of risk management, including Basel Accords
- CBUAE regulations to protect depositors
- Identification of financial & non-financial risks
- Management of Risk :
 - Credit risk
 - Operational Risk
 - Compliance Risk
 - Market Risk
 - Liquidity Risk
 - Interest Risk
 - Business Risk
 - Strategic Risk
 - Reputation Risk
- . Basel accords measures to calculate Capital required to cover risks
- . Basic Principles of RAROC

Targeted Audience

Risk management professionals, Compliance, corporate bankers, Branch Managers, Treasury and Internal Audit professionals

Prerequisites

None

Duration

3 Days

Methodology

Lectures, Discussion and case studies

Sharjah

13-02-2018 | 15-02-2018
17-06-2018 | 19-06-2018

Abu Dhabi

24-04-2018 | 26-04-2018

Dubai

04-05-2018 | 06-05-2018
04-11-2018 | 06-11-2018

Fujairah

06-05-2018 | 08-05-2018

Al Ain

15-08-2018 | 17-08-2018

RAK

Market Risk Management

Course No : 1913

Overview

Market risk refers to the losses in on and off balance sheet items arising from movements in market prices. This program aims at exploring the different areas of market risk to enable candidates to verify the nature of each of them and be able to measure them in their activities. To understand the different Methodologies to mitigate those risks. Finally, understand the measures that had been made by the Basel committee to manage market risk in financial institutions.

Contents

- The nature of Market Risk within the context of risk management
- Major areas of market risk: interest rate risk, exchange rate risk, commodity price risk, equity price risk.
- Market risk Measurement
- Market risk Management Models
- Market risk Mitigation
- Market risk under Basel accords (VAR)

Targeted Audience

Treasury, investment, risk professionals and Internal audit department

Prerequisites

1911: Risk Management in Banks

Duration

2 Days

Methodology

Lectures, models, exercises and case studies

Sharjah

28-03-2018 | 29-03-2018

Abu Dhabi

16-09-2018 | 17-09-2018

Dubai

30-09-2018 | 01-10-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Credit Risk Management

Course No : 1914

Overview

Credit risk is the most fundamental of risks. It is the potential that a bank borrower or counterparty will fail to meet its obligations in accordance with agreed terms. This program aims at enabling candidates to define credit risk and be able to identify the on and off balance sheet areas of credit risk, to be able to use the different techniques and models to credit risk rating and measurement. Develop a credit risk mitigation strategy. Finally, understand the measures that had been made by the Basel committee to manage credit risk in financial institutions.

Contents

- The nature and causes of Credit Risk
- Types of Credit Risk
 - Concentration Risk
 - Settlement Risk
- Credit risk rating model
- Credit risk under Basel accords
 - Standardized model
 - Internal Rating Based model
- Credit risk mitigation techniques
- Prudential Norms
- Risk based pricing and RAROC
- Portfolio Risk Management

Targeted Audience

Credit Risk Analysts, Risk Professionals, Internal Audit staff, Relationship Managers, Corporate bankers

Prerequisites

1911: Risk Management in Banks
1204 : Financial Statement Analysis - Basic

Duration

2 Days

Methodology

Lectures, models, exercises and case studies

Sharjah

26-08-2018 | 27-08-2018

Abu Dhabi

18-03-2018 | 19-03-2018
04-11-2018 | 05-11-2018

Dubai

24-06-2018 | 25-06-2018
30-09-2018 | 01-10-2018

Fujairah

Al Ain

RAK

Basel Accords Insights - Basic

Course No : 1915

Overview

All banks nowadays, are required to comply with the measure that have been set by the Basel committee with regard to capital adequacy ratios needed to cover unexpected risks. This program aims at introducing the primary requirements for covering risks in banks. The three pillars of Basel and the risk areas banks may be exposed to.

Contents

- Introduction to Basel capital adequacy norms
- The need for Bank Capital
- Basel II – Three pillars
 - Capital Adequacy norms
 - Standardized approach for credit risk weighted assets
 - Basic Indicator approach for Operational Risk
- Risk Mitigations
- Basel III – Overview

Targeted Audience

Credit and Risk professionals, Basel officers, Compliance and Internal audit staff, Treasury staff and corporate bankers

Prerequisites

1911: Risk Management in Banks

Duration

2 Days

Methodology

Lectures, models, exercises and case studies

Sharjah

21-03-2018 | 22-03-2018

Abu Dhabi

02-05-2018 | 03-05-2018

Dubai

11-02-2018 | 12-02-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Basel Accords Insights - Advanced

Course No : 1916

Overview

The Central Bank of UAE is regarding the adoption of advanced approaches of Basel accords compliance as part of its reform measures to the banking industry in UAE. This programs aims at introducing the different techniques to calculate CAR for credit risk, market risk, operational risk and liquidity risk as they constitute the measure that should be satisfied by banks. Enable candidates to develop models in measure those risks.

Contents

- Overview of Basel II
- Internal Rating based models
- Capital requirements for market risk
- Measuring operational risk using standardized approach
- Pillar Two - ICAAP and Supervisory Review Process
- Pillar Three - Market Discipline
- Basel III – Modifications
- Introduction to IFRS 9 – Financial Instruments

Targeted Audience

Credit and Risk Professionals, Basel officers, compliance and Internal Audit Professionals, Corporate bankers

Prerequisites

1915: Basel Accords
Compliance insights -
Basic

Duration

2 Days

Methodology

Lectures, models, discussions, exercises and case studies

Sharjah

02-09-2018 | 03-09-2018

Abu Dhabi

15-10-2018 | 16-10-2018

Dubai

15-04-2018 | 16-04-2018

Fujairah

Al Ain

RAK

Risk Based Internal Audit

Course No : 1917

Overview

Risk based audit is superior to traditional audit approaches, it focuses on risks, the underlying causes of financial surprises, not just the accounting records and shifts the focus from inspecting the quality of the financial information to building it into the financial reporting process. This program aims at enabling candidates to address risks the bank and their financial reporting and assessing of the quality of operations and financial reporting together with identification of risk areas and recommend ratifying measures.

Contents

- Overview of Risk Based Internal Audit
- Basel Guidelines on Internal Audit
- IIA standards
- Identification of Risks – Financial & Non-Financial
- Heat maps to identify high risk areas
- Audit of governance, Risk Management, Internal Controls
- Risk Based supervision - linkages with Risk Based Internal Audit

Targeted Audience

Risk, Compliance and Internal audit professionals, Corporate Bankers

Prerequisites

1911: Risk Management in Banks
1108 Principles of Internal Audit in Banks

Duration

2 Days

Methodology

Lectures, Discussion and case studies

Sharjah

30-09-2018 | 01-10-2018

Abu Dhabi

14-03-2018 | 15-03-2018
04-11-2018 | 05-11-2018

Dubai

28-03-2018 | 29-03-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Signature Forgery and Document Screening

Course No : 1919

Overview

To provide participants with the Knowledge and techniques to be able to detect Forged Signatures and screen documents.

Contents

- Introduction to Signature Forgery
- Characteristics of Genuine
- Signatures
- Signature Identification Factors
- Signature Forgery Techniques
- Signature Forgery Clues
- Signature Verification Process
- Detection of Forged Signatures
- Thumb Prints
- Document Examination
- Document Verification Checklist
- Tactical and technical profiling
- Forged documents
- Application Fraud Exercises

Targeted Audience

All bank personnel who verify signatures and screen documents including tellers, legal, audit, Fraud Prevention, Compliance and Risk Management Departments

Sharjah

22-04-2018 | 24-04-2018

Abu Dhabi

07-10-2018 | 09-10-2018

Prerequisites

1911: Risk Management in Banks

Duration

3 Days

Methodology

Presentations, Illustrations, Exercises, Case Studies, Multimedia (Video)

Dubai

20-02-2018 | 22-02-2018
09-09-2018 | 11-09-2018

Fujairah

Al Ain

RAK

Key Risk Indicators in Risk Management

Course No : 1921

Overview

Risk indicators are an important tool used to support a range of risk management activities in banks including risk identification, control, assessment etc. indicators used to monitor identified risk exposure over time. Every bank should have a system of an early warning to support its risk management function. This program takes our colleagues in banks towards this important concepts to be used effectively in their banks.

Contents

- Risk indicators defined and importance.
- Selecting key risk indicators.
- Managing risk indicators.
- Prioritizing risk indicators – Heat maps
- Controlling, mitigating, reporting and monitoring.
- Examples of key risk indicators across the bank departments.

Targeted Audience

Risk and compliance professionals, corporate bankers and Internal audit professionals.

Prerequisites

1911: Risk Management in Banks

Duration

2 Days

Methodology

Lectures, Discussion, illustrated examples and applications.

Sharjah

09-09-2018 | 10-09-2018

Abu Dhabi

04-04-2018 | 05-04-2018

Dubai

18-03-2018 | 19-03-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

FATCA rules and regulations

Course No : 1922

Overview

The Foreign Account Tax Compliance Act (FATCA) is a new US law aimed at foreign financial institutions (FFIs) and other financial intermediaries to prevent tax evasion by US citizens and residents through the use of offshore accounts. It represents a complex and costly compliance task being forced upon financial services firms globally by the US tax authorities.

Contents

- Summary of FATCA developments
- Defining US Accounts
- Intergovernmental approach – Model 1 IGA & Model 2 IGA
- FATCA's IGAs with the UAE and the Middle East Region
- Defining Reportable Financial Institutions
- Reporting & withholding requirements
- Operational Impact and due diligence requirements for UAE banks and financial institutions-FAT CA Statuses-Account Onboarding Procedures-Validity Periods -Document Specifications
- Effects of non-compliance

Targeted Audience

All the bank staff who is in the compliance, taxation, and legal department

Prerequisites

None

Duration

2 Days

Methodology

Lectures, Case Studies, Group discussions

Sharjah

11-04-2018 | 12-04-2018

Abu Dhabi

16-09-2018 | 17-09-2018

Dubai

26-08-2018 | 27-08-2018

Fujairah

Al Ain

RAK

Anti Money Laundering - Refresher

Course No : 1923

Overview

Banks have always been the target of criminals to launder their money. Although, most bankers are now well aware about their roles and responsibilities; still bankers should from time to time go for refreshing programs to update their knowledge with the latest initiatives both locally and internationally to combat money laundering and terrorist financing. This one day short programs brings those things to the bankers to keep them updated and alert all the time to combat money laundering.

Contents

- Introduction to Money Laundering
- Methods used by criminals.
- Bankers responsibilities under UAE law.
- UAE central bank circulars.
- KYC,CDD, and EDD.
- The risk based approach and red flags
- Reporting suspicious transactions
- International and local recent cases.

Targeted Audience

Banking staff who had attended AML programs one or two years back but need to refresh their knowledge with latest initiatives and practice regarding combating money laundering and terrorist financing.

Prerequisites

1901 Anti-Money Laundering: Law, Regulations & Best Practices

Duration

1 Days

Methodology

Presentation, Discussions, and Case Studies..

Sharjah

06-03-2018 | 06-03-2018

Abu Dhabi

11-04-2018 | 11-04-2018

Dubai

24-06-2018 | 24-06-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Stress Testing & Modelling

Course No : 1924

Overview

This course would provide an overview of objectives and principles of ICAAP framework prescribed under Pillar II of Basel standard with a specific focus on sensitivity and scenario test cases under stress testing framework under regulatory guidelines and best practices.

Contents

- ICAAP Framework
- Stress Testing Framework
- Credit Risk Stress Testing Components
- ALM Stress Testing Components
- Market Risk Stress Testing Components
- Developing stress testing model

Targeted Audience

Risk, compliance, treasury and credit staff at managerial level

Prerequisites

1915,1916 Basel Basic and advance course

Duration

3 Days

Methodology

Lecture, Discussion and Case Studies.

Sharjah

29-04-2018 | 30-04-2018

Abu Dhabi

07-10-2018 | 08-10-2018

Dubai

02-09-2018 | 03-09-2018

Fujairah

Al Ain

RAK

Corporate Governance - Advanced

Course No : 1925

Overview

The issue of corporate governance receives very high attention. Valuable lessons have been learned from the series of corporate collapses around the world. This training attempts to draw the attention of participants to the UAE Code and the Corporate Governance best practices around the World

Contents

- What is Corporate Governance?
- Importance of Corporate Governance
- International Corporate Governance Standards
 - UAE Regulations
- The Role of Board
- Disclosure, Transparency and Independency
- The Role of other Stakeholders in Corporate Governance
- Global Trends in Corporate Governance-Future of Corporate Governance

Targeted Audience

Risk Professionals, Company Secretaries, Corporate Bankers, Finance Professionals and Heads of Business

Prerequisites

None

Duration

2 Days

Methodology

Lecture, Discussion and Case Studies.

Sharjah

28-03-2018 | 29-03-2018

Abu Dhabi

23-09-2018 | 24-09-2018

Dubai

07-10-2018 | 08-10-2018

Fujairah

Al Ain

RAK

RISK MANAGEMENT & COMPLIANCE PROGRAMS

Compliance & Risk Management for Senior Managers

Course No : 1926

Overview

The Foreign Account Tax Compliance Act (FATCA) is a new US law aimed at foreign financial institutions (FFIs) and other financial intermediaries to prevent tax evasion by US citizens and residents through the use of offshore accounts. It represents a complex and costly compliance task being forced upon financial services firms globally by the US tax authorities.

Contents

- Summary of FATCA developments
- Defining US Accounts
- Intergovernmental approach – Model 1 IGA & Model 2 IGA
- FATCA's IGAs with the UAE and the Middle East Region
- Defining Reportable Financial Institutions
- Reporting & withholding requirements
- Operational Impact and due diligence requirements for UAE banks and financial institutions-FATCA Statuses-Account Onboarding Procedures-Validity Periods Document Specifications
- Effects of non-compliance

Targeted Audience

All the bank staff who is in the compliance, taxation, and legal department

Prerequisites

None

Duration

1 Days

Methodology

Lectures, Case Studies, Group discussions

Sharjah

Abu Dhabi

15-10-2018 | 15-10-2018

Dubai

06-05-2018 | 06-05-2018

Fujairah

Al Ain

RAK

CBUAE regulations

Course No : 1927

Overview

This course is meant to help middle level and senior level bankers familiarize themselves with the regulatory landscape in UAE. While UAE has adopted the global best practices, there are important differences that bankers must be aware of. This course is designed to help participants understand, important Banking laws, Central Bank of UAE (CBUAE) Regulations, BASEL guidelines and SCA Financial Regulations.

Contents

- Overview of Banking Laws, CBUAE Regulations, BASEL guidelines, SCA
- Civil Code, Commercial Code, Commercial Companies Law 2015
- Functions of CBUAE-Central Bank Law
- CBUAE Regulations to protect depositors from fundamental banking risks
- CBUAE Credit Regulations along with relevant BASEL Regulations
- Capital Adequacy Regulations including BASEL 3 rules
- Risk Regulations including BASEL guidelines
- AML Regulations
- Corporate Governance Regulations
- SCA Financial Regulations

Targeted Audience

All middle level and senior level bankers from Credit, Risk, Compliance, Operations and Internal Audit.

Prerequisites

None

Duration

2 Days

Methodology

Lecture, Discussion and Case Studies.

Sharjah

26-09-2018 | 27-09-2018

Abu Dhabi

09-09-2018 | 10-09-2018

Dubai

21-03-2018 | 22-03-2018

Fujairah

Al Ain

RAK



**QUALITY MANAGEMENT
PROGRAMS**





Quality Management Programs

This new category focus on quality management systems of organizations, product or service is consistent. Quality management uses quality assurance and control of processes as well as products to achieve more consistent quality. The main area covered in this category : TQM, Six Sigma and Business process .

QUALITY MANAGEMENT PROGRAMS

Five S Strategy

Course No : 1001

Overview

5S is workplace management where the work area and workplace are organized and ritualized to minimize the loss of time and the use of movement. Originally part of Lean manufacturing philosophy (also known as the Toyota production System), its principles for eliminating wasted time and unnecessary motion are universally applicable to everyone and every business. This 5s Training Course focusses on the basics of 5s systems and its implementation in banks.

Contents

- Purpose of 5s
- 5S Program Steps
- The five steps of 5s- Sort, Straighten, Shine, Standardize and sustain.
- 5s implementation in banks

Targeted Audience

Managers and staff who are looking at 5s implementation in their respective roles.

Prerequisites

None

Duration

2 Days

Methodology

Lectures, exercises, group discussions and case studies .

Sharjah

01-05-2018 | 02-05-2018

Abu Dhabi

11-03-2018 | 12-03-2018

Dubai

05-09-2018 | 06-09-2018

Fujairah

Al Ain

RAK

Business Process re-engineering

Course No : 1002

Overview

This course helps delegates to understand the basics of process design and analysis and how to radically change a process using the framework of Business process reengineering.

Contents

- Designing business processes - process definition
- Designing business processes: Process visibility, process mapping and management system documentation
- Designing business processes - process specification and measurement
- Designing business processes - Process control and audit
- Using process definition to develop value stream maps
- Improving process efficiency using the framework of Business process reengineering (BPR)

Targeted Audience

Quality professionals, Project Managers, Operation Managers, Project Leaders, Team Leaders, Project Engineers, IT Consultants, HR Managers , Process owners, Internal auditors

Prerequisites

None

Duration

2 Days

Methodology

Lectures, exercises, group discussions and case studies

Sharjah

21-03-2018 | 22-03-2018

Abu Dhabi

15-08-2018 | 16-08-2018

Dubai

24-06-2018 | 25-06-2018

Fujairah

Al Ain

RAK

QUALITY MANAGEMENT PROGRAMS

Lean Six Sigma

Course No : 1003

Overview

Lean six sigma is widely recognized as one of the most effective quality tools with applications in manufacturing and service sector. While lean methodology focuses on reduction of wastage in a process, six sigma is a structured data driven approach that strives towards greater than 99% efficiency. The combination of these two methods promises to give exceptional results in terms of process improvement, error reduction and hence reduced costs and increased customer satisfaction.

Given this background, the course aims at providing the participants with basic understanding of lean six sigma and how it can be implemented in banking

Contents

- What is six sigma
- Road map to six sigma implementations
- Understanding 5s, Lean methodology
- Lean six sigma methodology
- DMAIC model

Targeted Audience

Quality professionals, Project Managers, Operation Managers, Project Leaders, Team Leaders, Project Engineers, IT Consultants, HR Managers

Prerequisites

Basic understanding and appreciation of need for quality in banking

Duration

3 Days

Methodology

Lectures, exercises, group discussions and case studies

Sharjah

22-04-2018 | 24-04-2018
07-10-2018 | 09-10-2018

Abu Dhabi

18-03-2018 | 20-03-2018
23-09-2018 | 25-09-2018
22-10-2018 | 24-10-2018

Dubai

11-05-2018 | 13-05-2018
24-06-2018 | 26-06-2018
04-11-2018 | 06-11-2018

Fujairah

Al Ain

RAK

09-09-2018 | 11-09-2018

Total Quality Management

Course No : 1004

Overview

Total Quality Management (TQM) requires organization-wide efforts to develop a culture in which an organization continuously improves its ability to deliver high-quality products and services to customers. This training program is designed to give the participants a strong understanding of TQM and how to apply it in a banking environment.

Contents

- Key concepts related to TQM
- Benefits of TQM
- Steps in the Total Quality Management TQM process cycle (PDCA cycle)
- TQM tools

Targeted Audience

Quality professionals, Project Managers, Operation Managers, Project Leaders, Team Leaders, Project Engineers, IT Consultants, HR Managers

Prerequisites

None

Duration

3 Days

Methodology

Lectures, exercises, group discussions and case studies

Sharjah

15-04-2018 | 17-04-2018

Abu Dhabi

19-06-2018 | 21-06-2018

Dubai

18-10-2018 | 20-10-2018

Fujairah

Al Ain

RAK

QUALITY MANAGEMENT PROGRAMS

Quality Management System

Course No : 1005

Overview

This training program is developed to give a detailed understanding of how to develop, implement, and maintain a quality management system. The training also provides an overview of ISO 9001 requirements in general and for banking sector in particular.

Contents

- Introduction to Quality Management System
- Elements of a Quality Management System
- Quality Management system principles
- Quality Management system implementation
- The Process approach
- Requirements of ISO 9001

Targeted Audience

Quality professionals, Project Managers, Operation Managers, Project Leaders, Team Leaders, Project Engineers, IT Consultants, HR Managers .

Prerequisites

None

Duration

2 Days

Methodology

Lectures, exercises, group discussions and case studies

Sharjah

25-04-2018 | 26-04-2018

Abu Dhabi

28-10-2018 | 29-10-2018

Dubai

16-09-2018 | 17-09-2018

Fujairah

Al Ain

RAK

Quality Assurance

Course No : 1006

Overview

Quality assurance is required as an integral part of the Quality Management system of an organization to ensure that the products or services being delivered meet the expectations of the customer. This training program aims at providing the participants with detailed understanding of the best practices in the Quality assurance space and how to practically implement Quality Assurance in banking.

Contents

- Overview of Quality Assurance techniques- TQM, Lean , Six sigma
- Core principles of Quality Assurance
- Techniques for Quality assurance
- Quality Awards and models- Dubai Quality Award, EFQM model
- Using ISO9001 framework to implement quality assurance

Targeted Audience

Quality professionals, Project Managers, Operation Managers, Project Leaders, Team Leaders, Project Engineers, IT Consultants, HR Managers

Prerequisites

None

Duration

2 Days

Methodology

Lectures, exercises, group discussions and case studies

Sharjah

22-10-2018 | 23-10-2018

Abu Dhabi

26-09-2018 | 27-09-2018

Dubai

18-04-2018 | 19-04-2018

Fujairah

Al Ain

RAK



E-Learning

FINANCIAL MARKETS COURSES

Alternative Assets

Alternative Assets - An Introduction
 Structured Products - An Introduction
 Structured Products - Major Types
 Structured Products - Valuation & Risks
 Liquid Alternatives
 Alternative Assets - Assessment

Anti-Money Laundering in the UAE

Anti-Money Laundering in the UAE

Asset Allocation & Portfolio Construction

Asset Allocation - An Introduction
 Strategic Asset Allocation
 Tactical Asset Allocation
 Asset Allocation & Portfolio Construction - Assessment

Asset Classes

Asset Classes - Primer
 Asset Classes & Investing
 Asset Classes - Types
 Asset Classes - Assessment

Awareness

Workplace Bullying
 Dealing with Sexual Harassment
 Diversity
 Equality
 Health & Safety
 Awareness - Assessment (Practice Mode)
 Awareness - Assessment (Exam Mode)

Bank Treasury Management

Treasury - Dealing Room Organization & Practices
 Treasury Management - The Treasury Department
 Treasury Management - The Finances of a Bank
 Asset & Liability Management (ALM) - An Introduction
 Asset & Liability Management (ALM) - Interest Rate Risk
 Asset & Liability Management (ALM) - Options, FTP, & Firm Value
 Bank Treasury Management - Assessment

Banking Risk Management

Risk - Primer
 Risk Management - An Introduction
 Risk Management - Risk Types & Measurement
 Risk Management - Risk Modeling
 Risk Management - Business Strategy & Risk Decision-Making
 Risk Management - Tools & Techniques
 Stress Testing - An Introduction
 Risk Management - Reporting
 Banking Risk Management - Assessment

Basel Framework

Basel II & Basel 2.5
 Basel III - An Introduction
 Basel III - Capital
 Basel III - Risk Coverage
 Basel III - Liquidity & Leverage
 Basel III - Pillar 2 & Pillar 3
 Basel Framework - Assessment

Bribery Act (UK)

Bribery Act (UK)

Budgeting & Financial Management

Budgeting - An Introduction
 Preparing & Controlling a Budget
 Cash Management
 Credit Management
 Financial Planning
 Working Capital Management
 Budgeting & Financial Management - Assessment

Building Blocks

Probability
 Distributions & Hypothesis Testing
 Estimating Volatility
 Correlation & Regression Analysis
 Calculus
 Indices, Exponents, Logarithms, & Geometric Series
 Building Blocks - Assessment

Building Blocks in Excel

Excel Interactive - Logs
 Excel Interactive - Measures of Central Tendency
 Excel Interactive - Volatility
 Excel Interactive - Normal Distribution
 Excel Interactive - Skewness & Kurtosis
 Excel Interactive - Covariance & Correlation
 Excel Interactive - Regression Analysis

Business of Banking

Banking - Primer
 Business of Investment Banking
 Business of Consumer (Retail) Banking
 Business of Banking - Assessment

Business of Banking (Retired)

Business of Investment Banking (Retired)
 Business of Retail Banking (Retired)

Collective Investment Schemes (UK)

Collective Investment Schemes (UK)

Combating Rogue Trading

Combating Rogue Trading

Commodities

Commodities - An Introduction
 Commodities - Trading
 Commodities - Oil
 Commodities - Natural Gas
 Commodities - Coal
 Commodities - Electricity
 Commodities - Gold & Other Precious Metals
 Commodities - Non-Ferrous Metals
 Commodities - Ferrous Metals
 Commodities - Grains & Oilseeds
 Commodities - Livestock
 Commodities - Softs
 Commodities - Emissions
 Commodities - Assessment

Consumer (Retail) Banking

Consumer Banking - An Introduction
 Consumer Banking - Products
 Branch Banking
 Banking Channel Management
 Consumer Banking - Marketing
 Consumer Banking - Selling
 Consumer Banking - Customer Service
 Consumer Payments - An Introduction
 Advanced Payments Methods
 Card Issuing - An Introduction
 Cards & Payments - Merchant Acquiring
 Cards - Marketing
 Consumer (Retail) Banking - Assessment (Practice Mode)
 Consumer (Retail) Banking - Assessment (Exam Mode)

Contracts for Difference (CFDs)

Contracts for Difference (CFDs)

Corporate Banking Products (Credit)

Corporate Banking Products - Short-Term Finance
 Corporate Banking Products - Accounts Receivable Finance
 Corporate Banking Products - Term Finance
 Corporate Banking Products - Asset-Based Finance
 Corporate Banking Products - Trade Finance
 Corporate Banking Products - Syndicated Lending
 Corporate Banking Products (Credit) - Assessment

Corporate Banking Products (Noncredit)

Corporate Banking Products - Cash Management
 Corporate Banking Products - Payments
 Corporate Banking Products - Risk Management
 Scenario - Managing Interest Rate Risk for Corporate Banking Customers
 Corporate Banking Products - Advisory & Other Services
 Corporate Banking Products (Noncredit) - Assessment

Corporate Finance

Corporate Finance - An Introduction
 Corporate Finance - Measuring Business Performance - Free Cash Flow
 Corporate Finance - Measuring Business Performance - Economic Profit
 Corporate Finance - Cost of Capital
 Corporate Finance - Capital Budgeting
 Dividend Policy
 Mergers & Acquisitions (M&A)
 Corporate Finance - Acquisition Analysis
 Corporate Finance - Assessment

Corporate Governance

Corporate Governance - An Introduction
 Corporate Social Responsibility (CSR) - An Introduction
 Corporate Governance - Assessment

Corporate Valuation

Corporate Valuation - An Introduction
 Corporate Valuation - Trading Comparables
 Corporate Valuation - Transaction Comparables
 Corporate Valuation - DCF Analysis
 Corporate Valuation - LBO Analysis
 Excel Interactive - Building an LBO Model
 Corporate Valuation - Merger Analysis
 Excel Interactive - Building a Merger Model
 Corporate Valuation - Assessment

Counterparty Credit Risk Management

Counterparty Credit Risk (CCR) - An Introduction
 Counterparty Credit Risk (CCR) - Measurement
 Counterparty Credit Risk (CCR) - Management
 Counterparty Credit Risk Management - Assessment

FINANCIAL MARKETS COURSES

Credit Analysis

- Credit Analysis - An Introduction
- Credit Analysis - Balance Sheet Analysis
- Credit Analysis - Income Statement Analysis
- Credit Analysis - Cash Flow Analysis
- Credit Analysis - Performance & Other Measures
- Credit Analysis - Forecasting
- Credit Analysis - Other Factors
- Scenario - Performing a Credit Analysis
- Credit Analysis - Assessment

Credit Derivatives

- Credit Derivatives - An Introduction
- Credit Derivatives - Single-Name CDS
- Credit Derivatives - CDS Indices
- Credit Derivatives - CDS Valuation
- Credit Derivatives - CDS Documentation & Settlement
- Credit Derivatives - Variations
- Scenario - CDS Relative Value Trading
- Credit Derivatives - Assessment

Credit Risk Appetite

- Credit Risk Appetite - An Introduction
- Credit Risk Appetite - Customer & Industry Risk
- Credit Risk Appetite - Product & Country Risk
- Credit Risk Appetite - Assessment

Credit Risk Customer Management

- Credit Risk Customer Management - An Introduction
- Credit Risk Customer Management - Credit Facilities
- Credit Risk Customer Management - Structuring Credit Facilities
- Credit Risk Customer Management - Covenants & Credit Decisions
- Credit Risk Customer Management - Assessment

Credit Risk Management

- Credit Risk Management - An Introduction
- Credit Risk Management - Framework
- Credit Risk Management - Stakeholders
- Credit Risk Management - Strategic & Business Unit Management
- Credit Risk Management - Credit Culture
- Credit Risk Management - Risk/Reward
- Credit Risk Management - Data & Reporting
- Credit Risk Management - Assessment

Credit Risk Measurement

- Credit Risk Measurement - An Introduction
- Credit Risk Measurement - PD & Risk Rating
- Credit Risk Measurement - EAD & LGD
- Credit Risk Measurement - Capital Calculations
- Credit Risk Measurement - Models
- Credit Risk Measurement - Assessment

Credit Risk Mitigation

- Credit Risk Mitigation - An Introduction
- Credit Risk Mitigation - Collateralization
- Credit Risk Mitigation - Other Types of Mitigant
- Credit Risk Mitigation - Management & Realization
- Credit Risk Mitigation - Assessment

Custody

- Role of a Custodian
- Role of a Custodian in Trade Processing & Settlement
- Corporate Actions - An Introduction
- Corporate Actions - Major Types
- Registrar & Transfer
- Custody - Assessment

Data Protection - UK

- Data Protection - UK

Dealing with Sexual Harassment

- Dealing with Sexual Harassment

Diversity

- Diversity

Dodd-Frank Act

- Dodd-Frank Act - New Offices Created
- Dodd-Frank Act - Capital Requirements & Prudential Standards
- Dodd-Frank Act - The Volcker Rule
- Dodd-Frank Act - Registration Requirement for Advisers to Private Investment Funds
- Dodd-Frank Act - Credit Rating Agencies
- Dodd-Frank Act - Securitization
- Dodd-Frank Act - OTC Derivatives
- Dodd-Frank Act - Assessment (Practice Mode)
- Dodd-Frank Act - Assessment (Exam Mode)

Economic Analysis

- Economic Indicators - An Introduction
- Macroeconomics - Gross Domestic Product (GDP)
- Economic Indicators - National Accounts
- Economic Indicators - Business Cycles
- Macroeconomics - Inflation
- Macroeconomics - Unemployment

- Economic Indicators - Inflation & Employment
- Monetary Policy
- Macroeconomics - Fiscal Policy
- Macroeconomics - Balance of Payments
- Economic Analysis - Assessment

Emerging Markets

- Emerging Markets - An Introduction
- Emerging Markets - China
- Emerging Markets - Assessment

Equality

- Equality

Equity Derivatives

- Equity Derivatives - An Introduction
- Equity Options & Warrants
- Equity Index Futures & Options
- Equity Swaps
- Equity Derivatives - Assessment

Equity Derivatives (Retired)

- Equity Derivatives - An Introduction (Retired)
- Equity Derivatives - Types (Retired)
- Warrants - An Introduction (Retired)
- Warrants - Pricing (Retired)
- Equity Derivatives - Equity Index Swaps (Retired)

Equity Markets

- US Equity Market
- UK Equity Market
- European Equity Markets
- Japanese Equity Market
- Hong Kong Equity Market
- Singapore Equity Market
- Canadian Equity Market
- Equity Markets - Assessment

Equity Trading

- Equity Trading - An Introduction
- Equity Indices
- Equity Trading - Technical vs. Fundamental Trading
- Equity Trading Strategies
- Equity Hedging
- Dark Pools
- Algorithmic Trading
- High Frequency Trading (HFT)
- Equity Trading - Assessment

Equity Valuation & Analysis

- Equity Valuation - An Introduction
- Industry & Company Analysis
- Equity Returns Analysis
- Equity Valuation - DCF Models
- Equity Valuation - Other Methods
- Equity Valuation & Analysis - Assessment

European Regulation

- MiFID II/MiFIR - Primer
- MiFID II/MiFIR - Key Requirements
- European Market Infrastructure Regulation (EMIR)
- UCITS
- Alternative Investment Fund Managers Directive (AIFMD)
- European Regulation - Assessment

Excel Basics for Bankers

- Excel Interactive - Menus & Shortcut Basics
- Excel Interactive - Basic Formulas & Calculation Functions
- Excel Interactive - More Formulas & Calculation Functions
- Excel Interactive - Naming Cells & Referencing
- Excel Interactive - Basic Formatting

Exchange-Traded Funds (ETFs)

- Exchange-Traded Funds (ETFs) - An Introduction
- Exchange-Traded Funds (ETFs) - Types
- Smart Beta - Primer
- Exchange-Traded Funds (ETFs) - Assessment

Exotic Options

- Options - Exotic Options
- Options - Barrier Options
- Options - Average Rate Options
- Options - Basket & Spread Options - An Introduction
- Options - Basket Options - Evaluation & Evolution
- Exotic Options - Assessment

Financial Crime (Europe)

- Financial Crime (Europe)

Financial Statement Analysis

- Accounting - An Introduction
- Scenario - Accounting Mechanics
- Balance Sheet - An Introduction
- Balance Sheet - Analysis

FINANCIAL MARKETS COURSES

Income Statement - An Introduction
 Income Statement - Analysis
 Statement of Cash Flows - An Introduction
 Statement of Cash Flows - Analysis
 Three-Statement Modeling
 Financial Statement Analysis - Assessment

Fixed Income

Bond Prices & Yields
 Duration & Convexity
 Fixed Income - Credit Risk
 Eurobonds - An Introduction
 Eurobonds - Issuing & Investing
 Floating Rate Notes (FRNs)
 US Bond Market
 UK Bond Market
 European Bond Markets
 Japanese Bond Market
 Canadian Bond Market
 Bond Strategies - Fundamentals
 Fixed Income - Assessment

Fixed Income Analysis

Bond Futures
 Bond Futures Basis
 Basis Trading
 Zero-Coupon Bonds
 High Yield Debt
 Bond Hedging with Options
 Bond Hedging with Swaps
 Relative Value Trading - An Introduction
 Relative Value Trading - Strategies & Risks
 Fixed Income Analysis - Assessment (Exam Mode)

Foreign Exchange

The Foreign Exchange Business
 FX Spot Market - An Introduction
 FX Spot Market - Trading
 FX Forward Market - An Introduction
 FX Forward Market - Calculating Swap/Forward Points & Cross Rates
 FX Forward Market - Uses Of Outrights & FX Swaps
 FX Forward Market - Short-Dated Outrights & FX Swaps
 FX Forward Market - Cross-Currency Borrowing & Investing
 FX Forward Market - FX Swap Trading
 FX Forward Market - Non-Deliverable Forwards (NDFs)
 Foreign Exchange - Factors Influencing Exchange Rates
 Scenario - Using FX Swaps & Outrights for Cash Flow Management
 Foreign Exchange - Assessment

Forwards & Futures

Forwards & Futures - Pricing
 Futures Markets
 Forwards & Futures - Hedging (Part I)
 Forwards & Futures - Hedging (Part II)
 Forwards & Futures - Trading
 Money Market Futures
 Forwards & Futures - Assessment

Global Financial Regulation

Financial Regulation - An Introduction
 Financial Authorities (US)
 Financial Authorities (UK) - PRA & FCA
 Financial Authorities (UK) - Bank of England
 Financial Authorities (Europe) - ECB
 Financial Authorities (Europe) - ESFS
 Financial Authorities (Asia)
 Global Financial Regulation - Assessment

Health and Safety

Health and Safety

Hedge Funds

Hedge Funds - An Introduction
 Hedge Funds - Investing
 Hedge Funds - Strategies
 Hedge Funds - Assessment

Hong Kong Anti-Money Laundering

Hong Kong Anti-Money Laundering
 Hong Kong Anti-Money Laundering Assessment (Practice Mode)
 Hong Kong Anti-Money Laundering Assessment (Exam mode)

Hybrid Securities

Convertibles - An Introduction
 Convertibles - Valuation
 Contingent Convertibles (Cocos)
 Hybrid Securities - Assessment

Inflation-Linked Instruments

Inflation-Linked Instruments - An Introduction
 Inflation-Linked Instruments - Pricing
 Inflation-Linked Instruments - Assessment

Interest Rate & Currency Swap Fundamentals

Swaps - Applications
 Swaps - Applications for Corporates
 Swaps - Applications for Institutional Investors
 Swaps - Pricing & Valuation (Part I)
 Swaps - Pricing & Valuation (Part II)
 Swaps - Credit Exposure
 Swaps - Documentation & Settlement
 Swaps - Book Management
 Interest Rate & Currency Swap Fundamentals - Assessment (Exam Mode)

Interest Rate & Currency Swap Structures

Swaps - Currency Swaps
 Swaps - In-Arrears Swaps
 Swaps - Constant Maturity Swaps
 Swaps - Forward, Amortizing, & Zero-Coupon Swaps
 Swaps - Asset Swaps - An Introduction
 Swaps - Asset Swaps - Pricing
 Swaps - Differential Swaps
 Swaps - Overnight Indexed Swaps
 Interest Rate & Currency Swap Structures - Assessment

Interest Rate & FX Options

Caps & Floors - An Introduction
 Caps & Floors - Pricing
 Caps & Floors - Chooser & Double-Strike Structures
 Swaptions
 Callable Bonds
 Bermudan Swaptions
 Interest Rate Volatility
 Options - Managing an Interest Rate Option Book
 FX Option Trading
 Interest Rate & FX Options - Assessment

Interest Rate Mathematics

Interest Calculations
 Day Count Conventions
 Scenario - Comparing Deposit Alternatives
 Present Value & Future Value
 Annuities & Perpetuities
 Scenario - The Time Value of Money in Action
 NPV & IRR
 Scenario - Evaluating Investments Using NPV & IRR
 Interest Rate Mathematics - Assessment

Interest Rate Risk Management

Interest Rate Risk - An Introduction
 Interest Rate Risk - Measurement
 Interest Rate Risk - Management
 Interest Rate Risk Management - Assessment

Introduction to Asset Management

Investment - An Introduction
 Asset Management - An Introduction
 Introduction to Asset Management - Assessment

Introduction to Credit Risk

Credit Risk - An Introduction
 Credit Risk - Types
 Credit Risk - Measurement & Capital Requirements
 Credit Risk - Lessons from the Financial Crisis
 Introduction to Credit Risk - Assessment

Introduction to Derivatives

Derivatives - An Introduction
 Derivatives - Markets
 Forwards & Futures - An Introduction
 Swaps - An Introduction
 Options - An Introduction
 Scenario - Using Derivatives in Hedge Fund Strategies
 Introduction to Derivatives - Assessment

Introduction to Financial Markets

Financial Markets - An Introduction
 Money Markets - An Introduction
 Bond Markets - An Introduction
 Bond Markets - Issuing & Trading
 Equity Markets - An Introduction
 Equity Markets - Issuing
 Foreign Exchange (FX) Market - An Introduction
 Introduction to Financial Markets - Assessment

Intuition Knowledge Service: Management Development

Management Development Foreword
 Management Development:FAQ
 Becoming a Manager
 The Manager's Role
 Determined Delegation
 Communicate!
 Meetings that Matter
 Managing Performance
 Succession Planning
 Management Challenges
 Investing in Management Talent
 Coaching: The Fundamentals

FINANCIAL MARKETS COURSES

Addressing Poor Performance
 The Reluctant Manager
 The Power to Influence
 Political Behavior
 Leadership: Beyond Management
 Leadership: Styles
 Leadership: Conflict Management
 Business Planning: Basics
 Business Planning: Internal Analysis
 Business Planning: External Analysis
 Business Planning: Opportunities and Threats
 Scenario: Making Meetings Matter
 Scenario: Meetings - A Missed Opportunity
 Scenario: Addressing Poor Performance
 Scenario: Effective Coaching
 Managing a High-Performance Team
 Managing a Global Team
 Scenario: Political Behavior
 Monkey Management
 Leadership: Honing Your Skills
 Business Planning: Goal Setting
 Assessment: Management Development

Intuition Knowledge Service: Maximizing People Performance

Maximizing People Performance: Foreword
 Maximizing People Performance:FAQ
 Maximizing Performance: Basics
 Maximizing Performance: Competency Frameworks
 Competency-based Interviews: Preparation and Techniques
 Maximizing Performance: Emotional Intelligence Part 1
 Work and Wellbeing
 Improving Wellbeing at Work
 Organizational Learning: Basics
 Organizational Learning: Value and Competitive Advantage
 Organizational Learning: Training
 Organizational Learning: Action Learning
 Organizational Learning: Knowledge Management
 Organizational Learning: Technology
 Organizational Learning: Pro-Learning Cultures
 Motivation in Theory
 The Power of Positivity
 Giving and Receiving Feedback
 Being Assertive
 Being Coachable
 Being a Leader
 Influencing with Integrity
 Developing an Ethical Workplace
 Work Relationships
 Work Styles
 Planning a Difficult Message
 Communicating Under Pressure: Delivering A Difficult message
 Active Listening Skills
 Communicating with Diplomacy and Tact
 Managing Your Reactions
 Managing Interacting with Others
 Time Management: Reclaiming Your Time
 Time Management: Effective Techniques
 Performance Under Pressure: Problem-Solving
 Organizational Change: Basics
 Organizational Change: The Process
 Organizational Change: Failure
 Organizational Change: Resistance
 Organizational Change: The Individual Response
 Organizational Change: Reinforcement and Evaluation
 Scenario: Positivity in Action
 Communications: Report Writing
 Scenario: Assertiveness Communication
 Scenario: Communication Styles and Conflict
 Communications: Presentation Skills
 Negotiation Skills
 Scenario: Leadership in Action
 Networking Skills
 Scenario: Influencing With Integrity
 Communications: Persuasive Writing
 Scenario: Delivering a Difficult Message
 Communications: Writing in Plain English
 Maximizing People Performance: Assessment
 Intrinsic and Extrinsic Motivation
 Understanding Competency-based Interviews
 Improving Your Emotional Intelligence

Intuition Knowledge Service: Organizational Awareness

Organizational Awareness: Foreword
 Organizational Awareness:FAQ
 Organizational Awareness: Basics
 Organizational Awareness: Building Your Competency
 Bullying and Harassment
 Getting to Grips with Diversity
 Diversity Theories
 Diversity Across Cultures
 Diversity Challenges
 Diversity Policy
 Scenario: Dealing with Bullying and Harassment
 Organizational Awareness: Assessment
 Scenario: Recognising Bullying and Harassment
 Managing Diversity
 Dealing with Bullying

Investment Companies (US)

Mutual Funds (US) - An Introduction
 Mutual Funds (US) - Investing
 Closed-End Funds & Unit Investment Trusts (US)
 Investment Companies (US) - Assessment

Ireland Anti-Money Laundering

Ireland Anti-Money Laundering
 Ireland Anti-Money Laundering - Assessment (Practice Mode)
 Ireland Anti-Money Laundering - Assessment (Exam Mode)

Islamic Banking & Finance

Islamic Banking & Finance - An Introduction
 Islamic Banking & Finance - Financial Instruments
 Islamic Money & Capital Markets
 Sukuk Market
 Islamic Banking & Finance - Wealth Management
 Islamic Banking & Finance - Assessment

Life of a Trade

Life of a Trade - An Introduction
 Life of a Trade - Pre-Trade
 Life of a Trade - Execution
 Life of a Trade - Clearing & Settlement
 Life of a Trade - Ongoing Position & Risk Management
 Scenario - The Trade Lifecycle in Action
 Life of a Trade - Assessment

Liquidity Risk Management

Liquidity Risk - An Introduction
 Liquidity Risk - Measurement
 Liquidity Risk - Management
 Liquidity Risk Management - Assessment

Liquidity Risk Management (Retired)

Liquidity Risk - Identification & Measurement (Retired)
 Liquidity Risk - Management & Regulation (Retired)

Loan Trading

Loan Trading

Market Abuse (Europe)

Market Abuse (Europe)

Market Risk Management

Market Risk - An Introduction
 Market Risk - Measurement
 Market Risk - Management
 VaR & Expected Shortfall - An Introduction
 VaR & Expected Shortfall - Measurement
 Market Risk Management - Assessment

Market Risk Management (Retired)

Market Risk - Identification & Measurement (Retired)
 Market Risk - Management & Regulation (Retired)
 Interest Rate Risk - Identification & Measurement (Retired)
 Interest Rate Risk - Management (Retired)
 VAR - An Introduction (Retired)
 VAR - Variance-Covariance Approach (Retired)
 VAR - Monte Carlo Simulation (Retired)
 VAR - Historical Simulation & Other Issues (Retired)

Money Markets

Interbank Market
 Interest Rates & Benchmarks
 Money Market Securities - An Introduction
 Money Market Securities - Pricing
 Repurchase Agreements (Repos)
 Money Market Funds
 Bank Funding & Position Management
 Scenario - A Day in the Life of a Money Market Trader
 Money Markets - Assessment

Municipal Bonds (US)

Municipal Bonds (US) - An Introduction
 Municipal Bonds (US) - Types
 Municipal Bonds (US) - Investing
 Municipal Bonds (US) - Primary & Secondary Markets
 Municipal Bonds (US) - Assessment

Operational Risk Management

Operational Risk - Identification & Measurement
 Operational Risk - Management & Regulation
 Operational Risk Management - Assessment

Options

Options - Introduction to Option Valuation
 Options - Future Asset Prices & Volatility
 Options - Replication, Risk-Neutrality, & Black-Scholes
 Options - Beyond Black-Scholes
 Options - Greeks (Part I)
 Options - Greeks (Part II)
 Options - Trading Strategies
 Options - Managing an Option Portfolio
 Options - Assessment (Exam Mode)

FINANCIAL MARKETS COURSES

Portfolio Theory & Practice

- Risk & Return - An Introduction
- Risk & Return - Portfolios
- Risk & Return - Efficient & Optimal Portfolios
- Capital Asset Pricing Model (CAPM)
- APT & Factor Models
- Factor-Based Investing - Primer
- Efficient Markets
- Portfolio Theory - Performance Measurement Models
- Portfolio Management - Passive & Active Strategies
- Portfolio Theory & Practice - Assessment

Prime Brokerage

- Prime Brokerage - An Introduction
- Prime Brokerage - The Prime Broker's Viewpoint
- Prime Brokerage - The Institution's Viewpoint
- Prime Brokerage - Assessment

Private Equity

- Private Equity - An Introduction
- Private Equity - Investing
- Private Equity - Assessment

Private Wealth Management Products & Services

- Private Wealth Management - Banking & Deposit Services
- Private Wealth Management - Credit & Lending Services
- Private Wealth Management - Investment Services
- Private Wealth Management - Alternative Investments
- Private Wealth Management - Financial Planning
- Private Wealth Management - Estate Planning
- Scenario - Managing a High Net Worth Client
- Private Wealth Management Products & Services - Assessment

Problem Credit Management

- Problem Credit Management - An Introduction
- Problem Credit Management - Early Stage Problem Credits
- Problem Credit Management - Late Stage Problem Credits
- Problem Credit Management - Accounting for Problem Credits
- Problem Credit Management - Assessment

Project Finance

- Project Finance - An Introduction
- Project Finance - Deal Structuring
- Project Finance - Assessment

Project Management Fundamentals

- Overview of Project Management
- Initiating a Project
- Planning Project Scope
- Planning Project Activities
- Planning Project Costs
- Executing a Project
- Controlling a Project
- Closing a Project
- Project Management Fundamentals - Assessment (Practice Mode)
- Project Management Fundamentals - Assessment (Exam Mode)

Project Management Professional

- Integration Management
- Scope Management
- Time Management I
- Time Management II
- Cost Management
- Quality Management
- Human Resources Management
- Communications Management
- Risk Management
- Procurement Management
- Project Management Professional - Assessment (Practice Mode)
- Project Management Professional - Assessment (Exam Mode)

Real Estate

- Real Estate - An Introduction
- Real Estate - Investing
- Real Estate - Valuation
- Real Estate - Assessment

Retired Tutorials

- Equity Program Trading (Retired)
- Equities - Trading (Retired)
- Equity Portfolio Management - Indexes & Hedging (Retired)
- Margin (Retired)

Sales Skills

- Sales - Prospecting
- Sales - Selling Value
- Sales - Building Rapport & Call Introduction
- Sales - Developing a Sales Solution
- Sales - Selling the Benefits
- Sales - Closing & Negotiating
- Sales - After the Sale
- Sales - Client Needs & the Sales Cycle
- Securities Lending
- Securities Lending - An Introduction
- Securities Lending - Structures, Risks, & Documentation
- Securities Lending - Assessment (Exam Mode)

Securitization

- Securitization - An Introduction
- Securitization - Mortgage-Backed Securities (MBS)
- Securitization - European Mortgage-Backed Securities
- Securitization - Commercial Mortgage-Backed Securities
- Securitization - Asset-Backed Securities (ABS)
- Securitization - Credit Card ABS
- Securitization - CDOs - An Introduction
- Securitization - CDOs - Structures & Ratings
- Securitization - Assessment

Singapore Anti-Money Laundering

- Singapore Anti-Money Laundering
- Singapore Anti-Money Laundering - Assessment (Practice Mode)
- Singapore Anti-Money Laundering - Assessment (Exam Mode)

Socially Responsible Investing (SRI)

- Socially Responsible Investing (SRI) - An Introduction
- Green Investing - An Introduction
- Socially Responsible Investing (SRI) - Assessment

Solvency II

- Solvency II

Structured Derivative Notes & Swaps

- Range Accrual Structures
- Inverse FRNs
- Capped & Collared FRNs
- Trigger Structures
- Power Reverse Dual Currency (PRDC) Notes
- Target Redemption Notes (TARNs)
- CMS Option Structures

Interest Rate Mathematics

- Interest Calculations
- Day Count Conventions
- Scenario - Comparing Deposit Alternatives
- Present Value & Future Value
- Annuities & Perpetuities
- Scenario - The Time Value of Money in Action
- NPV & IRR
- Scenario - Evaluating Investments Using NPV & IRR
- Interest Rate Mathematics - Assessment
- Structured Derivative Notes & Swaps - Assessment

Technical Analysis

- Technical Analysis - An Introduction
- Technical Analysis - Fibonacci Analysis & Elliot Wave Theory
- Technical Analysis - Trend-Following Strategies
- Technical Analysis - Mean-Reverting Strategies
- Technical Analysis - Other Strategies
- Technical Analysis - Assessment

The Effective Manager

- Effective Decision-Making
- Effective Objective Setting
- Effective Delegation
- Effective Motivation
- Effective Coaching
- Effective Management of Change
- Effective Team Building
- Effective Team Leadership
- Managing Problem Performance
- Effective Time Management
- Effective Meetings
- Effective Communication

The Financial Crisis

- The Financial Crisis

Trade Finance

- Trade Finance - An Introduction
- Open Account Trading
- Documentary Collections
- Letters of Credit - An Introduction
- Letters of Credit - Types
- UCP 600
- Export Finance
- Structured Trade Finance
- Trade Finance Security
- Incoterms 2010
- Trade Finance - Assessment

Transaction Banking

- Transaction Banking - An Introduction
- Transaction Banking - Payments Services
- Transaction Banking - Cash Management Services
- Transaction Banking - Regulatory Influences
- Transaction Banking - Assessment

UK Anti-Money Laundering

- UK Anti-Money Laundering
- UK Anti-Money Laundering - Assessment (Practice Mode)
- UK Anti-Money Laundering - Assessment (Exam Mode)

FINANCIAL MARKETS COURSES

UK Corporate Banking

Understanding the Corporate Banking Marketplace
 Corporate Banking Customers & Their Needs
 Banker/Customer Relationship
 Cash Management
 Principles of Lending
 Security
 Risk Identification & Mitigation
 International Trade Services
 Bank Regulation
 UK Corporate Banking - Assessment (Practice Mode)
 UK Corporate Banking - Assessment (Exam Mode)

Understanding the Corporate Banking Business

Corporate Banking - An Introduction
 Corporate Banking - Marketplace
 Corporate Banking Products - An Introduction
 Corporate Banking Relationship Management - An Introduction
 Corporate Banking Relationship Management in Practice
 Understanding the Corporate Banking Business - Assessment

Understanding the Private Wealth Management Business

Private Wealth Management - An Introduction
 Private Wealth Management - Clients
 Private Wealth Management - Ultra-HNWIs & Family Offices
 Private Wealth Management - Client Investment & Wealth Allocation
 Private Wealth Management - Client Acquisition & Relationship Management
 Private Wealth Management - Becoming a Trusted Advisor
 Private Wealth Management - Behavioral Finance
 Private Wealth Management - Compliance Considerations
 Understanding the Private Wealth Management Business - Assessment

US Anti-Money Laundering

US Anti-Money Laundering

US Regulation

Dodd-Frank Act - An Overview
 Foreign Account Tax Compliance Act (FATCA)
 US Regulation - Assessment

Workplace Bullying

Workplace Bullying

Yield Curves

Building a Yield Curve
 Futures - Building a Yield Curve (Even Periods)
 Futures - Building a Yield Curve (Actual Dates)
 Yield Curves - Assessment



**PROFESSIONAL
CERTIFICATE PROGRAM**



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**Professional
Certificate
Program**

PROFESSIONAL CERTIFICATE PROGRAM

Certified Credit Management (CCM) in collaboration with Hong Kong Institute for Bankers

Overview

This program provides the rare opportunity to acquire the knowledge and skills required of today's credit professionals. This program is equipping an employee to take on the responsibilities of credit management and to accelerate the learning process by empowering participants to think broadly, manage globally and compete strategically.

Contents

- Banking Law
- Fundamentals of Accounting
- Financial Statement Analysis
- Corporate Finance
- Bank Lending 1
- Bank Lending 2
- Credit Risk Management
- International Trade finance

Targeted Audience

Banking professionals who would like to acquire knowledge in credit management or Employees working in corporate banking, SME & the Retail sectors.

Prerequisites

Recommended to have 2 years of banking experience.

Duration

100 hours, thrice a week(Monday / Tuesday /Wednesday) from 6-9 pm

Methodology

Illustrations, practice sessions and presentations

Investment

Dhs: 7500/-

Sharjah

20 Oct

Abu Dhabi

27 Feb

Dubai

20 Feb

Fujairah

Al Ain

RAK

Certified Banking Operation (CBO) in collaboration with Hong Kong Institute for Bankers

Overview

This program acquaints participants with an in-depth understanding of various knowledge areas that are required for banking professionals such as the knowledge of diverse banking products, operational aspects, various technology and regulatory requirements. This customized international course will create fast track opportunities for an accelerated career in banking.

Contents

- Banking Law in UAE
- Banking theory & practice
- Retail and Corporate Banking
- Risk Management
- Treasury and banking Operations
- Business Ethics and Quality Management
- Basic Trade finance
- Operational Risk and Internal Control

Targeted Audience

Banking professionals who would like to acquire additional skills in banking operations.

Prerequisites

None

Duration

100 hours, thrice a week (Monday / Tuesday / Wednesday) from 6-9 pm

Methodology

Illustrations, practice sessions and presentations

Investment

Dhs: 7500/-

Sharjah

27 Feb

Abu Dhabi

6 March

Dubai

20 Oct

Fujairah

Al Ain

RAK

PROFESSIONAL CERTIFICATE PROGRAM

Certified Documentary Credit Specialist (CDCS) In collaboration with IFS school of finance

Overview

It is a professional certification that enables documentary credit practitioners to demonstrate specialist knowledge and application of skills required for competent practice.

Contents

- Documentary credit – an overview
- The sales agreement
- Documentary credits – types and uses
- Parties to documentary credit transactions roles and responsibilities
- Issuance and amendments
- Transport Documents
- Other documents
- Presentation, examination and settlement
- Bank to bank reimbursements under documentary credits
- Related products
- Risk issues

Targeted Audience

People working in trade finance, import / export financing, pre & post shipment financing, international trade financing and working on other documentary credits

Sharjah
15 Feb

Abu Dhabi
12 Feb

Prerequisites

Recommended to have three years documentary credit or related experience

Duration

50 hours twice a week from 5:30 - 9:00 pm

Methodology

Illustrations, practice sessions and presentations

Investment

Dhs: 4000/-

Fujairah

Al Ain

RAK

Chartered Institute for Securities & Investment Qualifications (CISI)

Overview

The Chartered Institute for Securities & Investment (CISI) is the largest and most widely respected professional body for those who work in the securities and investment industry in the UK and in a growing number of financial centers globally. By providing 8 professional qualifications, it will ensure that practitioners in the financial services industry attain the competence they need

Contents

- International Introduction to securities and investment (40 Hours)
- UAE Financial Regulations (30 Hours)
- Global Securities (60 Hours)
- Operational Risk in Financial Services (30 Hours)
- Risk in Financial Services
- International Certificate in Wealth and Investment
- Management (60 Hours)
- Fundamentals of Financial Services (50 hrs)
- Islamic Finance Qualification (IFQ) (40 Hours)

Targeted Audience

Banking professionals who would like to acquire additional skills in banking operations.

Prerequisites

None

Duration

Based on Qualification

Methodology

Illustrations, practice sessions and presentations

Investment

Dhs: 3000-6000/- based on qualification

PROFESSIONAL CERTIFICATE PROGRAM

Chartered Financial Analyst (CFA) - Level 1

Overview

The CFA Program is a globally recognized, graduate level curriculum that provides a strong foundation of real-world investment analysis and portfolio management skills along with the practical knowledge you need in today's investment industry. It also emphasizes the highest ethical and professional standards.

Contents

- Ethics and Professional Standards
- Quantitative Methods
- Economics
- Financial Reporting & Analysis
- Portfolio Management
- Equity Investments
- Fixed Income
- Derivatives
- Alternative Investments
- Corporate Finance

Targeted Audience

Students entering the investment field or professionals Increasing their expertise & marketability or people making a career change into Investment.

Prerequisites

None

Duration

100 hours

Methodology

Illustrations, practice sessions and presentations

Investment

Dhs: 8500/-

Sharjah

Abu Dhabi

Jan 2017

Aug 2017

Dubai

Jan 2017

August 2017

Fujairah

Al Ain

RAK

Certified in Credit Risk Management (CCRM) In collaboration with Moody's Analytics

Overview

Credit risk is the main area in the banking activity. The main focus of this certification program is to develop the abilities of bankers to assess credit risk of the various types of their customers using Moody's Analytics rating models

Contents

- Understand the nature of risks faced by bank.
- Credit risk and credit risk indicators.
- Credit risk rating model.
- Assessing the credit risk exposure of different types of customers.
- Basel accords and credit risk.

Targeted Audience

Credit department staff who, already have at least two years of experience in the credit department in banks working with different types of customers.

Prerequisites

Good understanding of lending, accounting and financial statements analysis .A pre-assessment will be made to ensure that candidates have the proper background to cope with the program.

Duration

90 hours

Methodology

Interactive program based on extensive use of hands-on practical cases, class work, take home assignments , site visits, guest speakers, progress assessment and final exam.

Investment

Dhs 15000

PROFESSIONAL CERTIFICATE PROGRAM

Certificate in Islamic Banking and Finance (CIBF) In collaboration with the IBFIM, Malaysia

Overview

It is a professional certification that enables documentary credit practitioners to demonstrate specialist knowledge and application of skills required for competent practice.

Contents

- Philosophy and fundamentals of Islamic banking and finance
- Application of shari'ah in Islamic finance
- Business ethics and Islamic finance regulatory framework
- Fund management and deposit products in Islamic banks
- Islamic consumer financing
- Islamic corporate/business and trade financing
- Financial accounting and reporting for Islamic banks
- Islamic financial markets and takaful operations

Targeted Audience

Professionals working in the banking & financial sector / Islamic finance industry / Anyone wishing to enter the Islamic financial services sector

Prerequisites

One year's experience in the financial industry or should have graduated or obtained a diploma from EIBFS

Duration

100 hours, three times a week (Monday/Tuesday/Wednesday), 6-9pm

Methodology

Interactive program based on lectures, extensive use of case studies, class work, exercises, progress assessment, final exam

Investment

The total program fee is AED 8000. It includes all study materials including specialized books, exam fees and certificate.

Certified Anti-Money Laundering Specialist (CAMS) In collaboration with Association of Certified Anti Money Laundering Specialist (ACAMS)

Overview

In 2001, ACAMS set out with the mission to establish an international standard for testing the knowledge of those entrusted with the detection and prevention of money laundering. Since its inception, CAMS has become the gold standard in AML certifications and the preparation process strengthens core capacity to combat financial crime and protect the institutions from AML.

Contents

Risks and Methods of Money Laundering and Terrorism Financing	Compliance Program
Money Laundering and Terrorism Financing Methods Recognition of Risks	Conducting or Supporting the Investigation Process
Compliance Standards for Anti-Money Laundering (AML) and Combating the Financing of Terrorism (CFT) International Regional	SAR and STR Filing
AML Compliance Program	Assistance of Institutional Investigations
AML / CFT Compliance Program Design in Different Industry Settings	Assistance of Legal and Government Inquiries Domestically and Internationally
Maintenance of an Effective AML / CFT	

Targeted Audience

Anti-Money Laundering Officers, Compliance Officers, Government Regulators, Enforcement/Intelligence Agents, Internal & External Auditors, Intelligence Officers, Risk Management Specialists, Attorneys and Certified Public Accountants, Investment Advisors, Real Estate Compliance Specialists and Consultants

Prerequisites

None

Duration

12 Hrs Training + One-day Online Seminar with CAMS

Methodology

Investment

AED 7000

Sharjah

11 April
10 Oct

Abu Dhabi

14 March
18 Sept

Dubai

8 Feb
14 Aug

PROFESSIONAL CERTIFICATE PROGRAM

ACI Dealing Certificate from ACI Financial Market Association, France

Overview

The ACI Dealing Certificate is a foundation programme that will make the candidates familiar with the working of forex and money markets and give them an understanding of Treasury operations. They will also learn about the derivative markets. The market code instills in them the need for ethical operations. This course will enable the candidates to fully prepare for the ACI Dealing certificate exam.

Contents

- Basic Interest Rate Calculations
- Money Markets
- Foreign Exchange markets
- Forwards, FRAs, Futures, Swaps
- Options
- Asset and Liability Management
- Risk Management
- Model Code

Targeted Audience

Recent entrants and junior dealers (0-18 month's experience) in the dealing room; Middle office and operations personnel; Compliance and risk officers

Prerequisites

None

Duration

50 hours : 10 days 5 hours per day or 3 hours and 17 days

Methodology

Investment

AED 8500/- including exam fee

Financial Risk Manager from GARP, USA (global Association of Risk Professionals)

Overview

The Financial Risk Manager (FRM®) certification is the globally recognized benchmark and professional designation for financial Risk Managers. If you are in financial risk management, or considering a career in it, then earning the FRM designation is the natural next step.

FRM has two level and to achieve the title the participants should complete both levels

Contents

FRM Level 1

Foundations of Risk Management
Quantitative Analysis
Financial Markets and Products
Valuation and Risk Models
100 Multiple Choice Questions.

FRM Level 1

Market Risk Measurement and Management
Credit Risk Measurement and Management
Operational and Integrated Risk Management
Risk Management and Investment Management
Current Issues in Financial Markets
80 Multiple Choice Questions

Targeted Audience

Anyone interested to get the title of FRM specially Risk Officers, Portfolio Managers, Senior Risk Analyst, Head of Operations, Investment Bankers Bankers

Prerequisites

Good understanding of lending, accounting and financial statements analysis. A pre-assessment will be made to ensure that candidates have the proper background to cope with the program.

Prerequisites

Good understanding of lending, accounting and financial statements analysis. A pre-assessment will be made to ensure that candidates have the proper background to cope with the program.

Duration

Online class: 150 hrs per level Candidates are not formally required to acquire the readings listed in the FRM Study Guide, but GARP strongly recommend it. Candidates can buy the FRM Part I and FRM Part II books directly from GARP.

Investment

AED : 1500 for online course
Mock exam is yet to be confirmed but in every topic of the syllabus will have practice questions / question bank. For examination participants has to register with GARP directly.

PROFESSIONAL CERTIFICATE PROGRAM

Chartered Institute of Personnel and Development (CIPD)

Overview

The Chartered Institute of Personnel and Development (CIPD) is the world's most internationally recognized professional association for human resource management professionals. CIPD qualifications are recognized by HR and other management positions as the gold standard of HR accreditation, showing dedication, discipline and knowledge in the HR field.

Qualifications

- Diploma in Human Resource Practice (DHRP) - Level 3
- Diploma in Learning & Development (FDLD) - Level 3
- Diploma in Human Resource Management (DHRM) – Level 5

Prerequisites

All trainees will be subject to the following:

1. 1 year experience within HR or a related role (desirable/not essential)
2. Be subjected to a written English language test (essential)
3. Be subjected to an interview with one of CIPD Consultants (essential)

Duration

The overall length of time taken to complete all training days and all assessments depends on the individual trainee and program scheduling but generally is estimated to be 9-12 months in total

Coursework/Assessments

There are no exams in the framework of the CIPD qualification but a series of coursework/assessments. All coursework will be due approximately 4 weeks after each respective Block

Investment

Level 3 - 35,000
Level 5 - 42,000

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**ACADEMIC
PROGRAMS**



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Academic Programs

BSC IN BANKING & FINANCE (BSBF)

in collaboration with Bangor University

Overview

The Bachelor of Science (BSc) in Banking & Finance introduces students to the fundamentals of Banking and Finance and provides them with the skills necessary for a broad understanding of the theoretical and practical aspects of the banking and finance sectors within a global economy characterized by continuous development, innovation, competition and change and gaining greater insight of their growing role in the economy.

Mission

To offer a high quality specialized learning involving students in a continuous process of learning that helps them to develop, grow and establish a wellgrounded career in the banking and finance sector, with the help and support of well qualified faculty members, who are capable of balancing and integrating theory and practice in the best educational environment conducive to learning.

BSC IN BANKING & FINANCE (BSBF)

Accounting Specialization

Overview

The Bachelor of Science in Banking and Finance, with Accounting Specialization prepares students for success in various accounting careers in corporate accounting, public accounting, governmental accounting, & not-for-profit accounting. Students gain the theoretical knowledge, practical skills, and research skills needed to address complex accounting issues

Mission

To enable provision of professional specialized services in handling and interpreting accounting and financial systems; in managing operations related to financial companies and markets; and in management accounting.

Admission Requirement (for both Bsc)

Applications are welcomed from bank and non-bank employees meeting the following criteria:

EIBFS student may get credit transfer of common subjects provided their subject grade is 70%

The applicant should hold a High School Certificate, or its equivalent, with minimum score of 60% or another

The applicant must have a valid English language TOEFL score of 173 (CBT) or 61 (iBT) or academic IELTS Academic 5.0 overall or another standardized, internationally recognized test that is approved by the

Commission for Academic Accreditation (CAA)

Documents Requirement

Attested Copy of High School Certificate; with a minimum score of 60%

Attested copy of IELTS or TOFEL score

Photocopy of a valid passport / UAE ID card / Emirates ID

4 Passport Size Photos

Timing & Duration

This program runs five days per week, Sunday to Thursday Morning and evening session. Eight (8) theoretical semesters (16 weeks each), and three (3) summer terms (8 weeks), which involves presenting the project report of supervised internship.

Fees

Registration Fee AED 500 (non-refundable)

Members AED 95,000

Non-Members (UAE & GCC nationals) AED 95,000

Non-Members (Arabs/other nationals) AED 114,000.

BANKING DIPLOMA

Overview

The Banking Diploma Program is an internationally recognized program accredited by the Ministry of Higher Education & Scientific Research - UAE under degree no. (228) 2014

Mission

The Banking Diploma Program's mission is dedicated to providing high quality banking education of international standards in a learning environment that promotes academic and personal excellence. It provides an opportunity for continuing professional education that enables career progression for those already working in banking and finance industry.

Admission Requirement (for both Bsc)

Applications are welcomed from bank and non-bank employees meeting the criteria listed below

Admission is granted according to the general policy of the institute and directives of the Board of Directors

The applicant should hold a High School Certificate with minimum score of 60%.

The applicant must have valid TOEFL Score of 500 (173 CBT, 61 iBT), 5.0 IELTS, or another standardized, internationally recognized test that is approved by the Commission for Academic Accreditation (CAA)

The Institute also offers a foundation program for applicants whose English Language Skills do not meet the above mentioned requirements. Applicants who score below 5.0 in IELTS or equivalent will be required to enroll in this foundation program and will be allowed to take partial classes of the Diploma program

The applicant must pass a personal interview at the institute

Documents Requirement

An attested copy of UAE High School qualification or its equivalent

Original school/college / university transcripts

A certified copy of IELTS or TOEFL score

A photocopy of a valid passport / UAE ID Card

Five recent personal photographs (passport size)

Timing & Duration

The program runs five days per week, Sunday to Thursday-Morning and Evening sessions. The program runs for four theoretical semesters (16 weeks each), and a summer term (8 weeks), which involves field training and field project (Internship)

Fees

Bankers (UAE Nationals) AED 21,600

Bankers (Non UAE Nationals) AED 32,400

Private (UAE and GCC Nationals) AED 32,400

Private (Arabs and other Nationals) AED 36,000

HIGHER BANKING DIPLOMA

Overview

The Higher Banking Diploma Program is a valuable designation development with specialized knowledge, which constantly around the challenges of the financial service industry. It is a specialization which complements the career aspirations of employees and students graduating fresh from high school as it offers a choice of certificate of Achievement and Higher Banking Diploma.

Mission

The HBD Program's mission is dedicated to developing specialized knowledge within the context of the financial industry, in addition to demonstrating industry professionalism that is nationality and internationality recognized, and signifying that EIBFS students are competent, confident and informed professionals in the financial services industry.

Admission Requirement (for both Bsc)

Applications are welcomed from bank and non-bank employees meeting the criteria listed below

Admission is granted according to the general policy of the Institute and the directives of the Board of Directors.

The applicant should hold a High School Certificate with minimum score of 60%.

Applicants with no experience / less than 6 months experience or any other diploma program irrelevant to the banking industry must take the "Challenge Exam" testing English, Mathematics and General Business Knowledge to be considered for admission.

The applicant must have valid TOEFL Score of 500 (173 CBT, 61 iBT), 5.0 IELTS, or another standardized, internationally recognized test that is approved by the Commission for Academic Accreditation (CAA).

The applicant must pass a personal interview at the institute

Documents Requirement

An attested copy of UAE High School qualification or its equivalent

Original school/college / university transcripts

A certified copy of IELTS or TOEFL score

A photocopy of a valid passport / UAE ID Card

Five recent personal photographs (passport size)

Timing & Duration

The program runs five days per week, Sunday to Thursday-Morning and Evening sessions.

The program runs for five theoretical semesters (16 weeks each), and 2 summer terms (8 weeks), which involves presenting the "Integrative Project"

Fees

Bankers (UAE Nationals) AED 36,000

Bankers (Arabs and other Nationals) AED 54,000

Private (UAE and GCC Nationals) AED 54,000

Private (Arabs and other Nationals) AED 60,000

ISLAMIC BANKING DIPLOMA

Overview

The Islamic Banking Diploma Program introduced in 2003 is accredited by the Ministry of Higher Education & Scientific Research, UAE. The program, first of its kind in the region was started to disseminate knowledge and information about Islamic banking and finance and produce skilled graduates who will successfully manage and run the various Islamic banking operations, and project its viability, practicability, and relevance in a world moving towards global economy.

Mission

The IBD Program's mission is dedicated to provide quality Islamic banking education in a learning environment that promotes academic and personal excellence in students, as well as appreciates of intellectual and ethical values that accentuate Islamic Shariah laws.

Admission Requirement (for both Bsc)

Applications are welcomed from bank and non-bank employees meeting the criteria listed below

Admission is granted according to the general policy of the Institute and the directives of the Board of Directors.

Preference is given to UAE Nationals, however those from other GCC and Arab countries are also welcome to apply.

The applicant should hold a high school certificate with minimum score of 60%.

The applicant must achieve a minimum score of 5.0 in IELTS Test or its equivalent of an internationally recognized standardized test (such as TOEFL with a minimum score of 500 or TOIC), as approved by CAA.

The Institute also offers a foundation program for applicants whose

English Language Skills do not meet the above mentioned requirements. Applicants who score below 5.0 in IELTS or equivalent will be required to enrol in this foundation program and will be allowed to take partial classes of the Diploma Program. The applicant must pass a personal interview at the Institute.

Documents Requirement

An attested copy of UAE High School qualification or its equivalent

Original school/college / university transcripts

A certified copy of IELTS or TOEFL score

A photocopy of a valid passport / UAE ID Card

Five recent personal photographs (passport size)

Timing & Duration

The program runs five days per week, Sunday to Thursday-Morning and Evening sessions.

The program runs for four theoretical semesters (16 weeks each), and a summer term (8 weeks), which involves field training and field project (Internship)

Fees

Bankers (UAE Nationals) AED 21,600

Bankers (Non UAE Nationals) AED 32,400

Private (UAE and GCC Nationals) AED 32,400

Private (Arabs and other Nationals) AED 36,000



LEADERSHIP DEVELOPMENT PROGRAMS



eibfs



Leadership Development Programs

LEADERSHIP DEVELOPMENT PROGRAM

Darden School of Business, University of Virginia

Overview

This program is designed for outstanding managers with experience leading organizational entities or major project teams who are identified as having potential to be strategic leaders of their enterprise.

Objectives

Applications are welcomed from bank and non-bank employees meeting the following criteria:
This program is designed for outstanding managers with experience leading organizational entities or major project teams who are identified as having potential to be strategic leaders of their enterprise.

Increased effectiveness as a result of examining personal leadership practices through 360-degree feedback and coaching.

Broadened business perspective and improved decision making as a result of a more comprehensive understanding of the total enterprise.

Improved capability to think and act more strategically and to establish personal and organizational goals consistent with corporate strategy.

Content

The program will run in the following modules

Leadership Development

Business Acumen and Enterprise Thinking

Strategic Management

Financial Management

Targeted Audience

Outstanding managers with experience leading organizational entities*

Prerequisites

None

Methodology

Practical application, simulations & leadership practical inventory

Duration

2 weeks (May 2018)

Venue

Darden Business School, USA

Program Investment

AED 82,000 inclusive of full residential board at the Darden School of Business
(Participants are required to make their own travel arrangements to Washington D.C. and then to the Darden School of Business, Charlottesville, Virginia.)

MANAGING STRATEGICALLY, LEADING FOR RESULTS

Harvard Business School Executive Education, in Association with IBS Kuwait

Overview

Competing today in turbulent and rapidly changing environments, managers and employees alike look to the top of their organizations for two things: a clear strategy and effective leadership. Business success depends on both. For this reason the Harvard Business School is offering a six-day residential executive education program for leaders in the banking and finance sector in the GCC countries.

Objectives

Applications are welcomed from bank and non-bank employees meeting the following criteria:

Increase the capacity of executives in the GCC financial services sectors to anticipate and to respond quickly and effectively to strategic challenges in their business

Strengthen and develop the key leadership skills required to achieve organizational alignment, drive change, and establish productive working relationships with others

Provide an opportunity to learn about the latest in management thinking and best practices of some of the world's most admired companies

Content

The program focuses on two primary themes: strategy and leadership

Strategy

To equip participants with concepts and tools for thinking strategically and assessing the markets. To examine the five forces model, differentiation and low-cost strategies, value curves, and the development of strategy over time. Critical role of leadership and management in formulating and implementing strategy

Leadership

Strategy execution formal structure, critical tasks, people, and culture. Leaders - functions and personal qualities required. Approaches for developing and communicating organizational vision. Explore the advantages and disadvantages of different communication and influence strategies in different relationships

Targeted Audience

Upper middle executives of levels such as department heads

Prerequisites

None

Methodology

Harvard Business School, USA

Duration

Jan 27 - Feb 1, 2018 - Dubai

Program Investment

KD 4,850 inclusive & hotel facilities in The Ritz-Carlton Hotel - Dubai - U A E



The Library

EIBFS library provides its services to the students of the Institute, the Academic Staff, and the employees of the Banking Sector in the state, and the participants in the Institute's training programs within an organizing frame decided upon by the Library.

Library Services:

EIBFS Library in all its (3) campuses provides members the below mentioned services.

Books & Periodicals with a collection of about 22,000 books in the 3 campuses and more than 350 audio visual collection.

Library opening hours

The Library opening hours are: Sunday to Thursday 8:00am to 9:00pm

For membership please contact library@eibfs.com or 04 6070413, 06 5987109, 02 4464666

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